

HOW TO CHANGE YOUR PERSONAL INFORMATION ON CLUBRUNNER

1. Log onto Clubrunner:



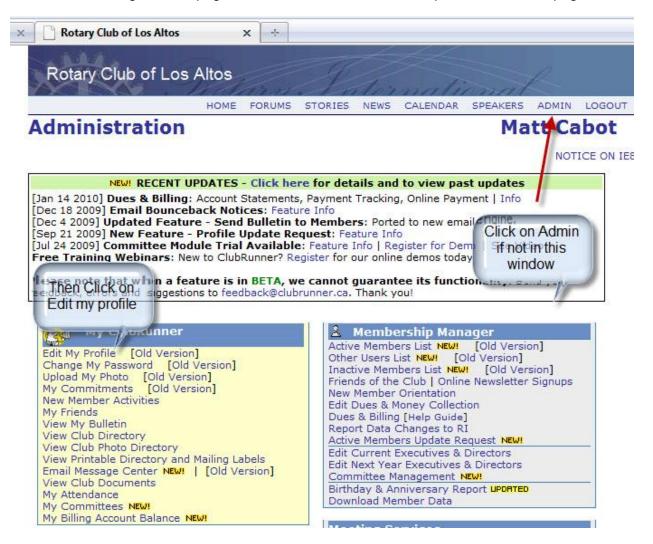
2. Sign in using your login name and password



Note: if you forgot your login name and password, try first initial and last name followed by the number 4000 (like MCabot4000) Naturally, you should change this to something more meaningful. Your initial password is the same without the 4000.

If you forgot it, click of FORGOT YOUR PASSWORD and it will be sent to you.

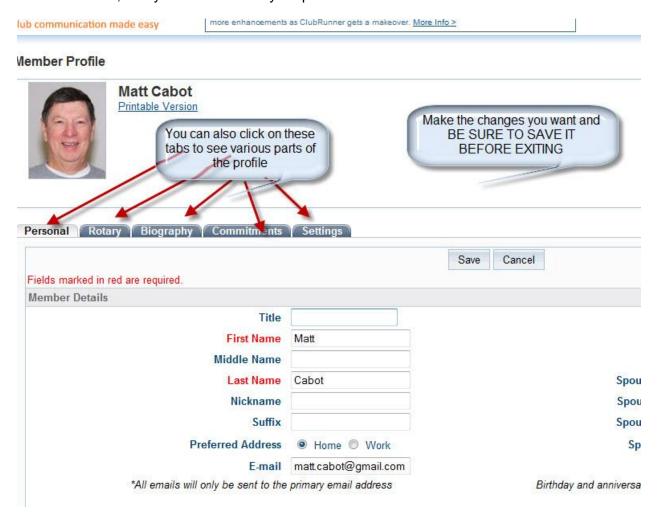
3 You will be brought to this page. If not, click on ADMIN in the top bar of the home page.



4. Click on Edit My profile as seen in the screen shot above, and you will see this screen



5. Click on Edit, and you then can edit your profile:



6. Be sure you save your changes before you exit the website.

Email Matt.cabot@gmail.com if you have a problem.