

Welcome to the new CFUW Burlington website!

<https://cfuwburlington.ca/>

As part of our launch, we've moved to a fresh platform to give you a better experience, make it easier for you to find and join CFUW Burlington events and activities, and stay up-to date with CFUW Burlington news.

In this guide:

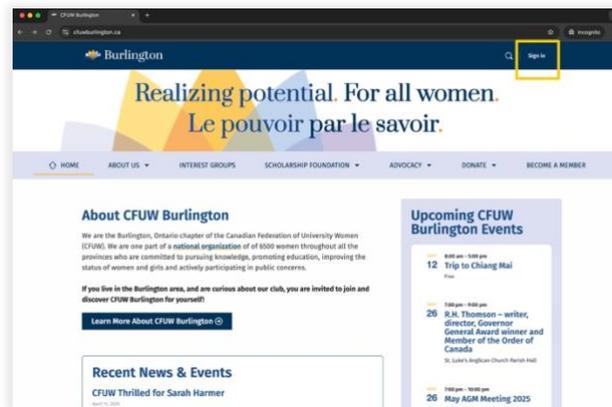
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To access all the members-only features of the site, you'll need to reset your password and sign in.

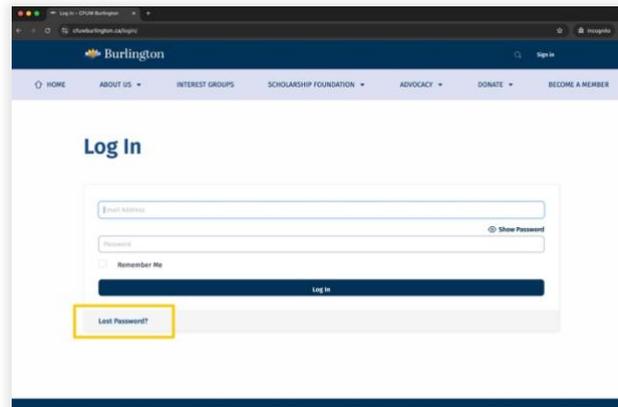
How to Reset Your Password and Sign in

To get started, you'll need to **reset your password** to access your member account. Please follow these steps:

1. Click "Sign In" on the very top right of the website

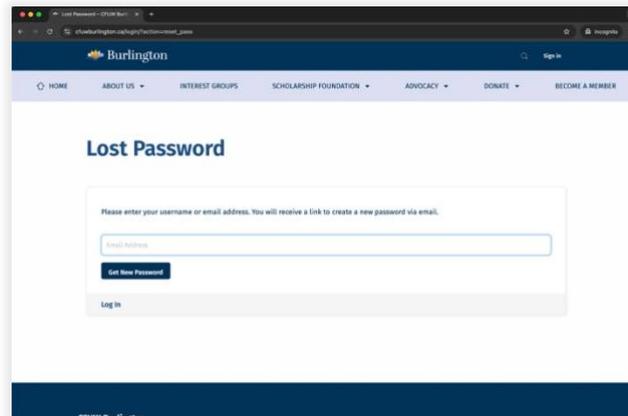


2. Click on "Lost your password?" underneath the login form.



3. Enter Your Email Address

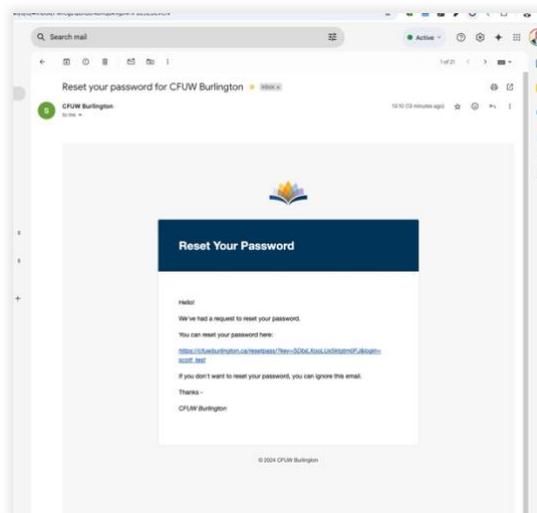
Type in the email address you use with CFUW Burlington, then click **“Get New Password.”** The site will email you a secure link to reset your password.



4. Check Your Email Inbox

You'll receive an email with the subject **“Reset your password for CFUW Burlington”**. If you don't see it within a few minutes, check your **Spam** or **Promotions** folder just in case.

5. Click the Password Reset Link

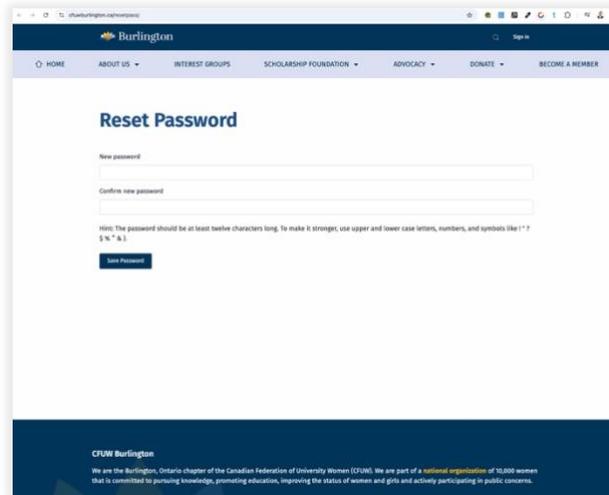


The email will contain a secure link. Click it to open the password reset page in your browser.

 *If the link doesn't open properly, try copying and pasting it directly into your browser's address bar.*

6. Set a New Password

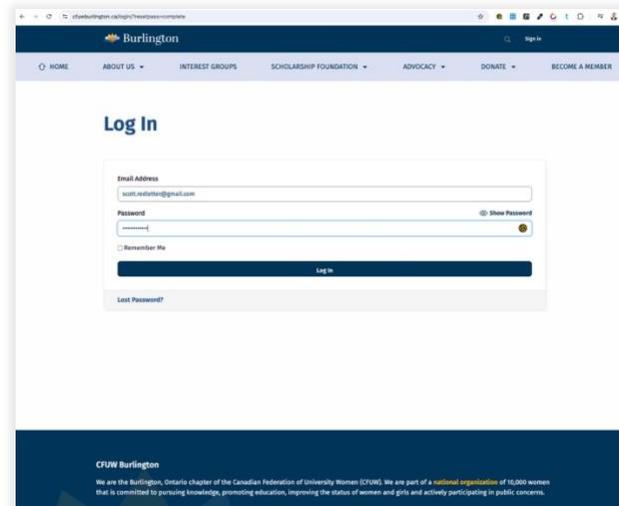
You'll see a form where you can enter a new password. Choose something secure and memorable.



The screenshot shows a web browser window displaying the Burlington website's 'Reset Password' page. The page has a dark blue header with the Burlington logo and navigation links: HOME, ABOUT US, INTEREST GROUPS, SCHOLARSHIP FOUNDATION, ADVOCACY, DONATE, and BECOME A MEMBER. The main content area is white and features the heading 'Reset Password'. Below the heading are two input fields: 'New password' and 'Confirm new password'. A small text note below the fields reads: 'Hint: The password should be at least twelve characters long. To make it stronger, use upper and lower case letters, numbers, and symbols like ! * ? \$ % ^ & #.' At the bottom of the form is a dark blue button labeled 'Save Password'. The footer of the page is dark blue and contains the text 'CFUW Burlington' and a brief description of the organization.

7. Save & Log In

Once you submit your new password, you'll be taken to the sign in screen where you can try out your email and your new password.



The screenshot shows a web browser window displaying the Burlington website's 'Log In' page. The page has a dark blue header with the Burlington logo and navigation links: HOME, ABOUT US, INTEREST GROUPS, SCHOLARSHIP FOUNDATION, ADVOCACY, DONATE, and BECOME A MEMBER. The main content area is white and features the heading 'Log In'. Below the heading is a form with three input fields: 'Email Address' (containing 'scott.leffler@cfuw.com'), 'Password' (with a 'Show Password' toggle), and 'Remember Me' (with a checkbox). Below the form is a dark blue button labeled 'Log In'. At the bottom of the form is a link that says 'Lost Password?'. The footer of the page is dark blue and contains the text 'CFUW Burlington' and a brief description of the organization.

You can get to this screen any time by clicking the **Sign in** link at the very top of the site.

A Tour of your Member Dashboard

You'll know you're signed in when you land on your Member Dashboard. This is a page that can connect you with information about the club, Events, Interest Groups, and other Members.

The Sidebar

Because you're signed in, you have a sidebar of quick links for members.

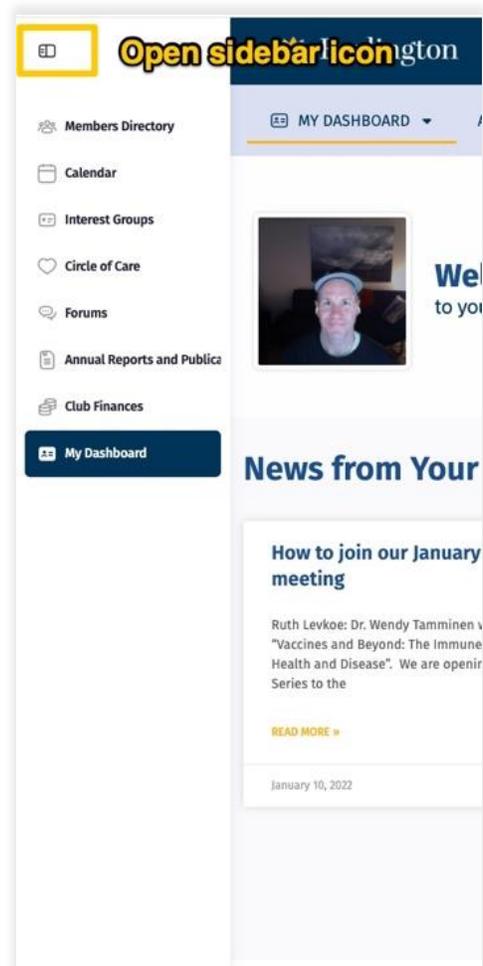
This is hidden along the left side, showing only small icons.

Open the sidebar by clicking the **top sidebar icon**:



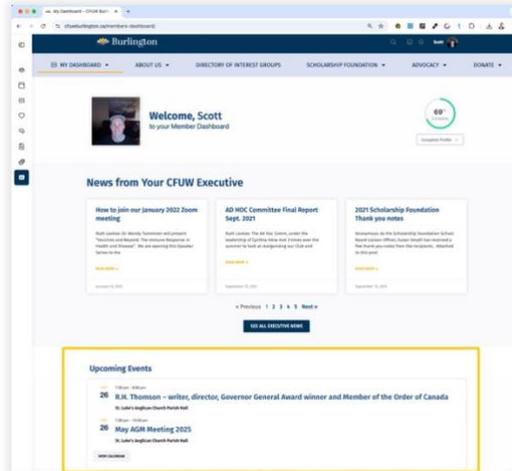
Along the sidebar you'll see icons and links for:

- Members Directory
- Events Calendar
- Interest Groups
- Circle of Care
- Forums and Discussions
- Annual Reports and Publications
- Club Finances Page
- A link back to your Dashboard



Upcoming Events & Calendar

The first section of the page any news items from the CFUW Burlington leadership team, the second section shows upcoming events.



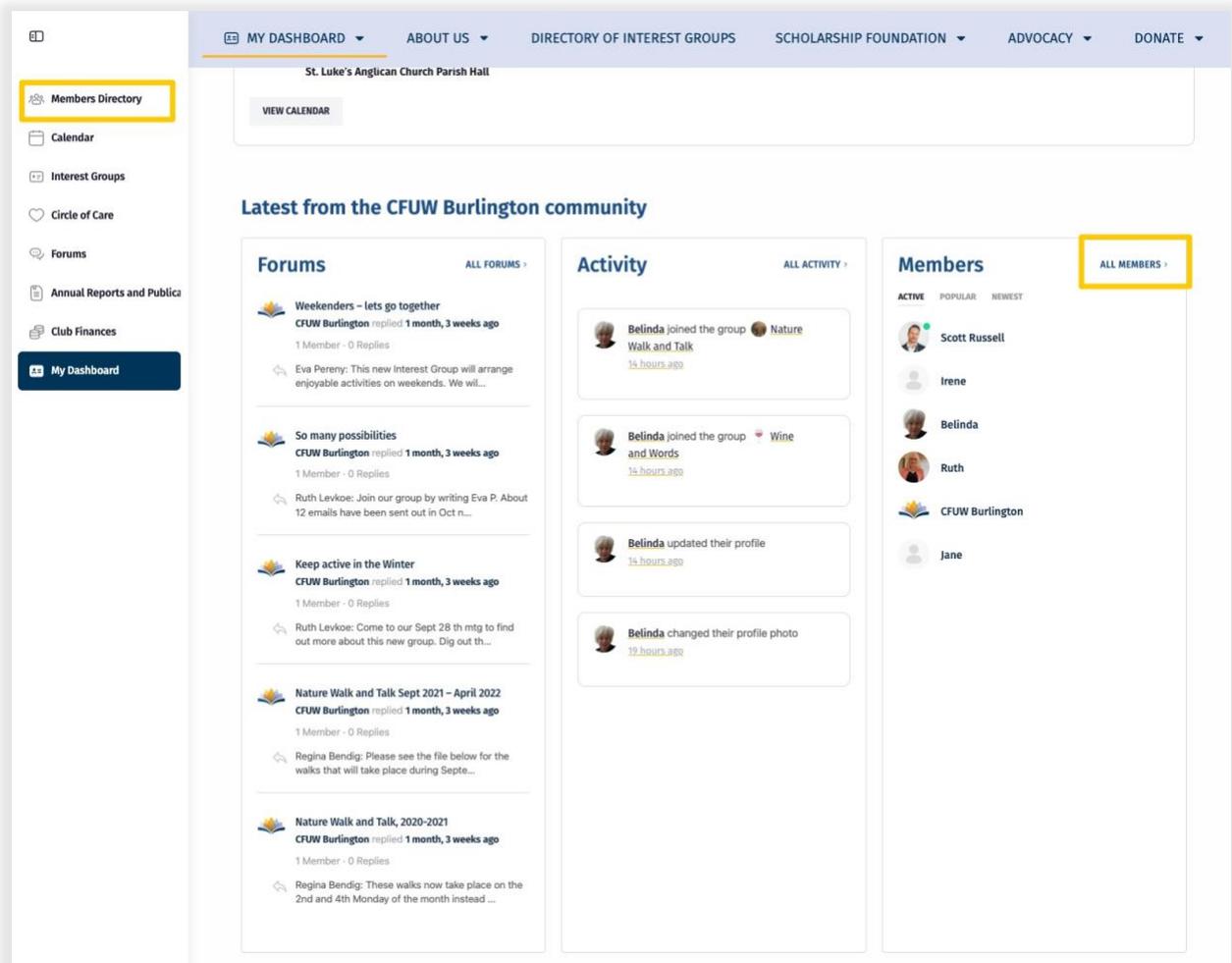
Click any of the events for more details, including details about the venue (if applicable) and a link to add the event to your electronic calendar.



You can see the [full calendar](#) of events by clicking the **Calendar Icon** in the sidebar, or the **View All Events** button on this page.

Find and connect with other Members

At the bottom of the [Dashboard](#), you'll find recent Member activity and a link to the directory of **All Members**. You can also click **Members Directory** on the sidebar.



The screenshot shows the CFUW Burlington website dashboard. The top navigation bar includes links for MY DASHBOARD, ABOUT US, DIRECTORY OF INTEREST GROUPS, SCHOLARSHIP FOUNDATION, ADVOCACY, and DONATE. The main content area is titled "St. Luke's Anglican Church Parish Hall" and includes a "VIEW CALENDAR" button. Below this, the "Latest from the CFUW Burlington community" section is divided into three columns: Forums, Activity, and Members. The "Members" column on the right has a yellow box around the "ALL MEMBERS" link. The left sidebar also has a yellow box around the "Members Directory" link.

Members Directory

MY DASHBOARD | ABOUT US | DIRECTORY OF INTEREST GROUPS | SCHOLARSHIP FOUNDATION | ADVOCACY | DONATE

St. Luke's Anglican Church Parish Hall

VIEW CALENDAR

Latest from the CFUW Burlington community

Forums

ALL FORUMS >

- Weekenders – lets go together**
CFUW Burlington replied 1 month, 3 weeks ago
1 Member - 0 Replies
Eva Pereny: This new Interest Group will arrange enjoyable activities on weekends. We will...
- So many possibilities**
CFUW Burlington replied 1 month, 3 weeks ago
1 Member - 0 Replies
Ruth Levkoe: Join our group by writing Eva P. About 12 emails have been sent out in Oct n...
- Keep active in the Winter**
CFUW Burlington replied 1 month, 3 weeks ago
1 Member - 0 Replies
Ruth Levkoe: Come to our Sept 28 th mtg to find out more about this new group. Dig out th...
- Nature Walk and Talk Sept 2021 – April 2022**
CFUW Burlington replied 1 month, 3 weeks ago
1 Member - 0 Replies
Regina Bendig: Please see the file below for the walks that will take place during Septe...
- Nature Walk and Talk, 2020-2021**
CFUW Burlington replied 1 month, 3 weeks ago
1 Member - 0 Replies
Regina Bendig: These walks now take place on the 2nd and 4th Monday of the month instead ...

Activity

ALL ACTIVITY >

- Belinda joined the group Nature Walk and Talk 14 hours ago
- Belinda joined the group Wine and Words 14 hours ago
- Belinda updated their profile 14 hours ago
- Belinda changed their profile photo 19 hours ago

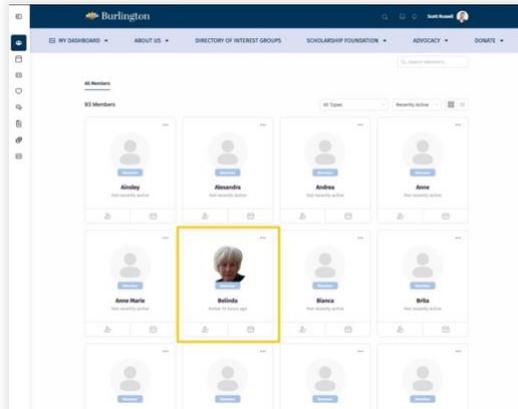
Members

ACTIVE | POPULAR | NEWEST

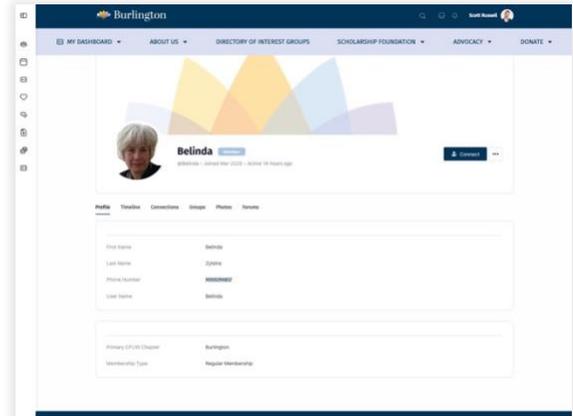
- Scott Russell
- Irene
- Belinda
- Ruth
- CFUW Burlington
- Jane

ALL MEMBERS >

Click on the member to view their profile.



Member directory view

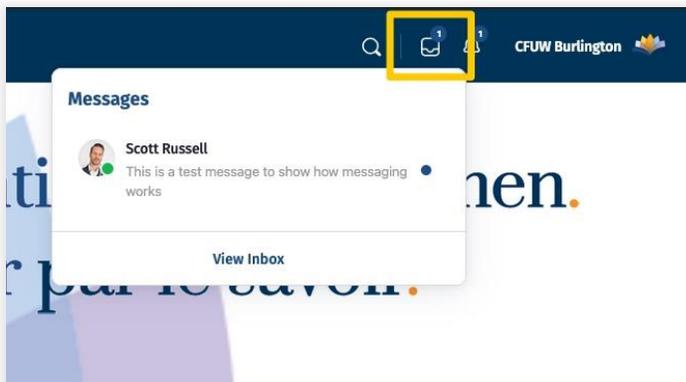
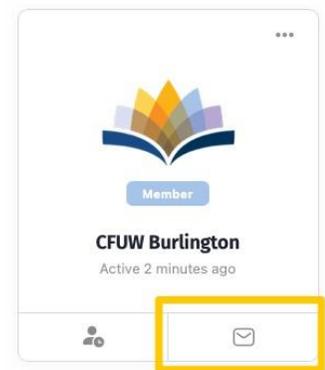


Individual member view

Send a direct message on the site

Click the **Envelope** icon to send a direct message on the site to another member.

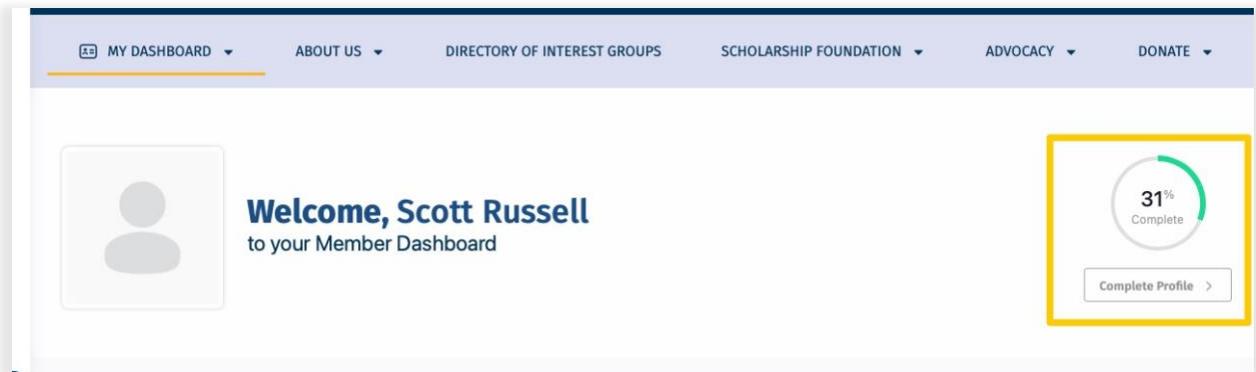
You will see an alert on the *top bar* when you have a message from another member. You'll also receive a notice by email.



Update your profile

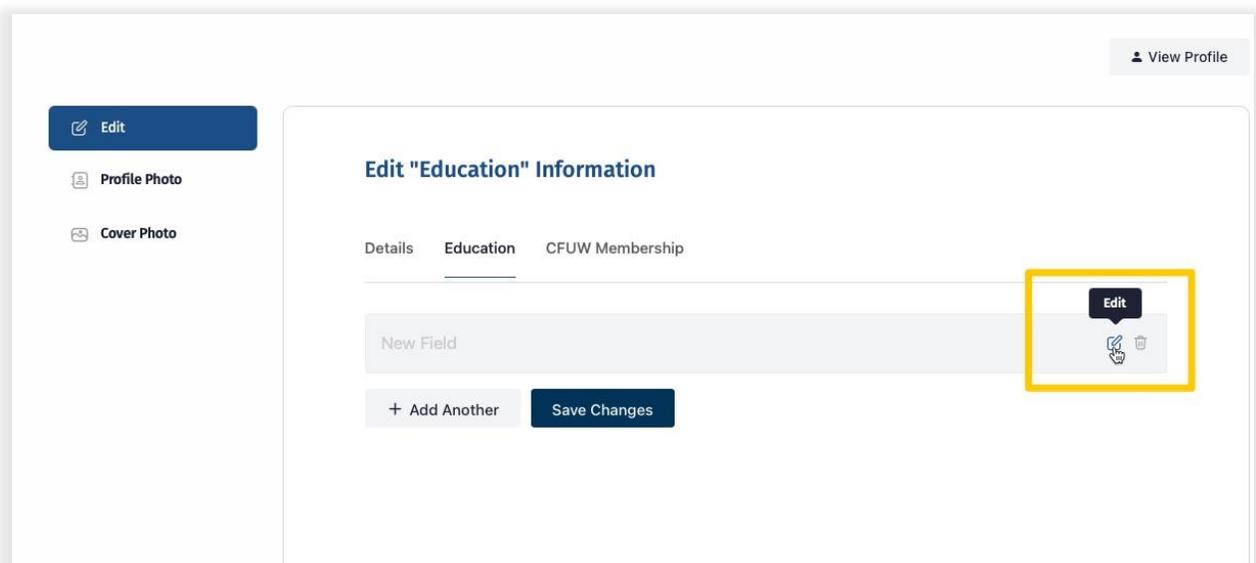
It's a great idea to update your profile right away so that other members can find and connect with you.

On the [dashboard](#), click **Complete Profile**.



Fill out your basic details; you can choose if a field like your phone number is *Public* (i.e., visible to everyone) or you can choose who can see your details.

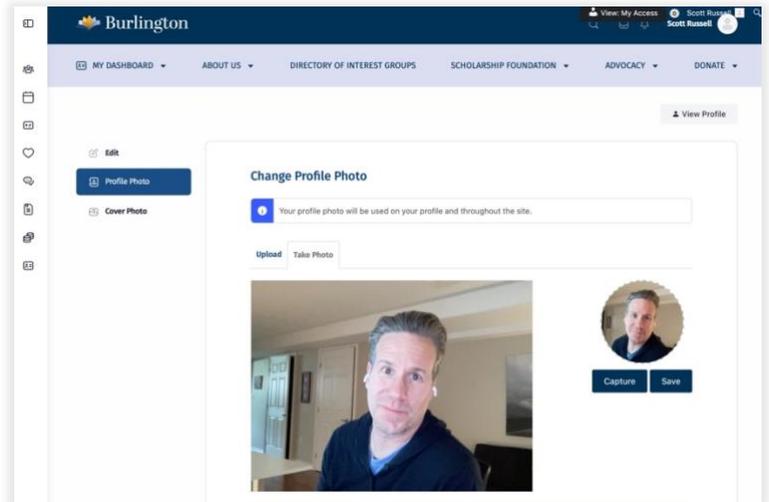
The second tab is **Education**, click the *Pencil icon* to **Edit** your educational background. If you have another academic credential, click **Add Another**.



Add a photo so other members can recognize you

The second tab on the left-hand side is **Profile photo**. You can either *Upload* a photo, or click **Take a photo**, which will use your webcam to take a photo.

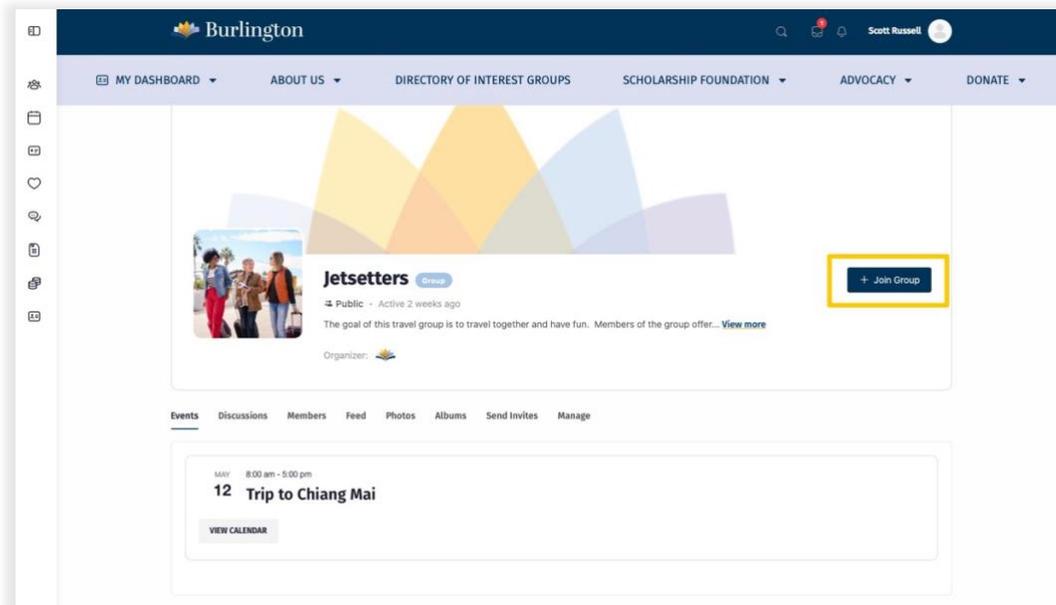
Click **Capture** to take the photo, if you're happy with it, click **Save**. If you'd like to re-take the photo, click **Capture** again to capture a new photo.



Join an Interest Group

Click on the [Directory of Interest Groups](#) link on the top navigation.

Click to open an interest group.



You can click the blue button to **Join the Group**, see any upcoming events for this group, read or add discussion items, and even upload photos.

Get support if you need it

If you need help signing in, reach out to the site team at:

site@cfuwburlington.ca