

PORTAL NAVIGATION GUIDE

PHILANTHROPY AT YOUR FINGERTIPS. ANY TIME. ANY PLACE.

MY PROFILE

Where your details, including address and other contact information, can be found and updated.

PERSONAL TAB

Displays your username, login ID, date of birth, and your company name and job title if applicable.

ADDRESS TAB

Displays addresses which can include your street address, mailing address or any others which may be relevant. These can be edited any time as details change.



COMMUNICATIONS TAB

Displays all communications preferences available to you. These can be changed, prioritised, or additional options added.

CHANGE PASSWORD TAB

This tab allows you to change your login password and gives you guidance on password requirements to keep your account secure.