

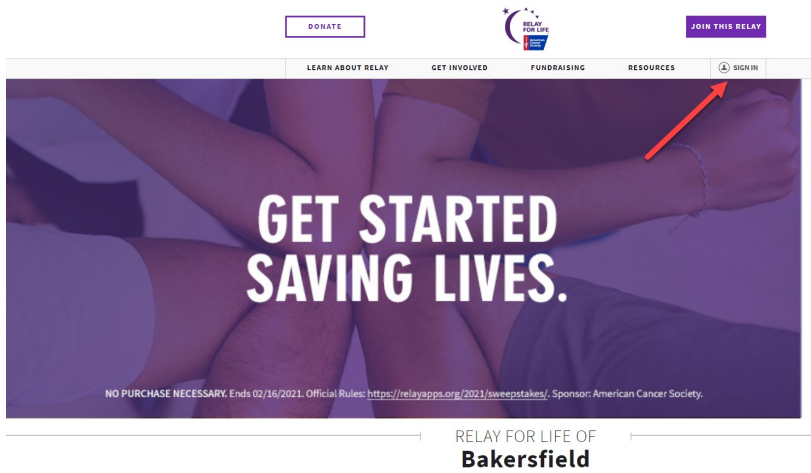
# CREATING A LOG IN FOR EMC ACCESS

1. Go to the event website for the event you are trying to gain EMC access to.

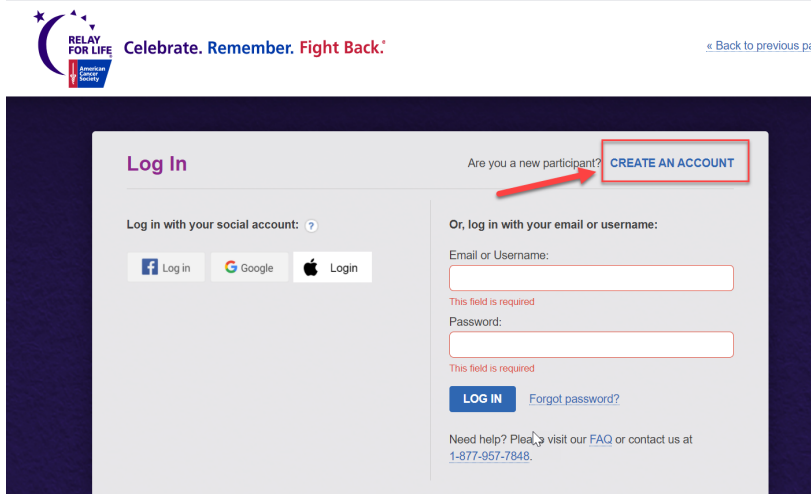
For example [www.relayforlife.org/bakersfieldca](http://www.relayforlife.org/bakersfieldca)

2. Click 'Sign In' at the top right.

*Note: If you see 'Welcome, Name' at the top right instead of 'Sign In' you may be logged in someone else and will need to log out and start again. Or if you discover at this step that you do have a log in, you can go back to the EMC access form to log in with these credentials. You can use the forgot password feature, if needed.*



3. Click 'Create An Account' at the top right.



Continued On Next Page

4. Fill out information in 'Create My Society Account' fields, then click 'Create Account'.

**Create My Society Account** Are you a returning participant? [LOG IN](#)

Welcome! Creating a new account is quick, simple and secure. It's the important first step to register for an event and you'll have seamless access to American Cancer Society sites like Relay For Life, Making Strides Against Breast Cancer and others.

By creating an account, you agree to the [Terms and Conditions](#) and [Privacy Policy](#).

Create an account with your social login: ?

[f](#) Log in [G](#) Google [A](#) Login

Or, create an account with your email address:

First Name:

Last name:

Email:

This field is required

Confirm Email:

Password:

This field is required **Password strength: Too weak**

Password must contain at least 7 characters and 2 of the following: An uppercase letter, a lowercase letter, a number, a special symbol

Confirm Password:

[CREATE AN ACCOUNT](#)

5. Choose to add a phone number, then press 'Add Phone Number'. Or select 'No Thanks'.

**Add a Phone Number**

Just in case you forget your password, you can now quickly recover it through a text message!

Phone Number:

[ADD PHONE NUMBER](#) [NO THANKS](#) [Cancel](#)

6. You will then be taken back to your event page and you will see 'Welcome, [Name]', instead of a log in button.

7. You can now go back to the EMC Access Form and click 'Click Here To Log In' under Sign In > Returning Users:

## EMC ACCESS REQUEST FORM

### PLEASE REVIEW THIS INFORMATION BEFORE PROCEEDING TO STEP 1

- All volunteers and staff **must submit this form on their own behalf.**
- Submit **only** the Event Program, Event Year and Event ID for up to 5 events below. If you need access to more than 5 events, please submit another form.
- Issues with an EMC Request? **Please allow 5 business days before following up on a request.**  
STAFF: [Submit an Event Website Support case in Salesforce](#) VOLUNTEERS: Please call 800.227.2345.

### STEP 1: Complete Required Training

- NEW Society Staff and Event Volunteers** – are required to review the Event Management Center guide: [Participant Management](#), and complete the [IT Security Awareness](#) and [Acceptable Use Policy](#) webinars.

### STEP 2: Log In

- Returning User:** If you have had EMC access before and/or have participated in an ACS event in the past 3 years, [CLICK HERE TO LOG IN](#), then after you are redirected back to this form, proceed to step 3.
- New User:** Please go to the event website you wish to receive access to. Click log in at the top right corner. Then click Create Account at the top right. The credentials you create there can be used to log in to any ACS event, the Volunteer Learning Center, and this form. Once you have created a log in on your event website, return to this form and [CLICK HERE to log in](#)