



## RETURNING USERS

**Welcome back!** Read below for instructions on how to use the My Lemonade Day app as a returning user. **NOTE:** Returning users DO NOT need to register again, you can login using your credentials to re-activate for Lemonade Day each year.

### STEP 1

Visit [MyLemonadeDay.org](https://MyLemonadeDay.org) and click Login in the top right corner.



Welcome, we are excited for you to join us as a mentor!

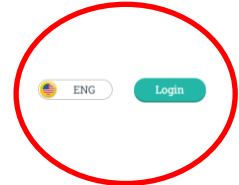
Please enter your mentor details

Title (Optional) First name

Select ▼ Type your first name

Last name

Type your last name



### STEP 2

Enter your login credentials. If you don't remember your password, click Forgot Password to have an email sent to you.

### Enter your login email and password

Email

claire@lemonadeday.org

Password

.....

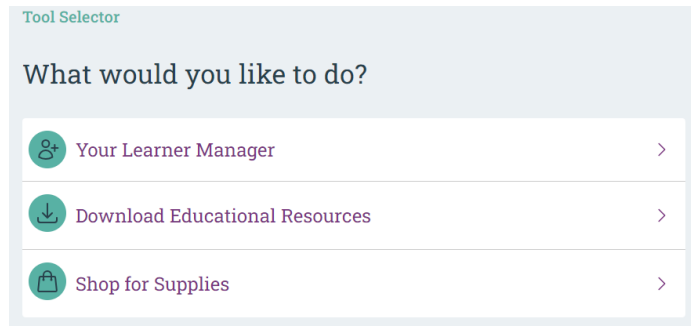
Forgot Password?

Login

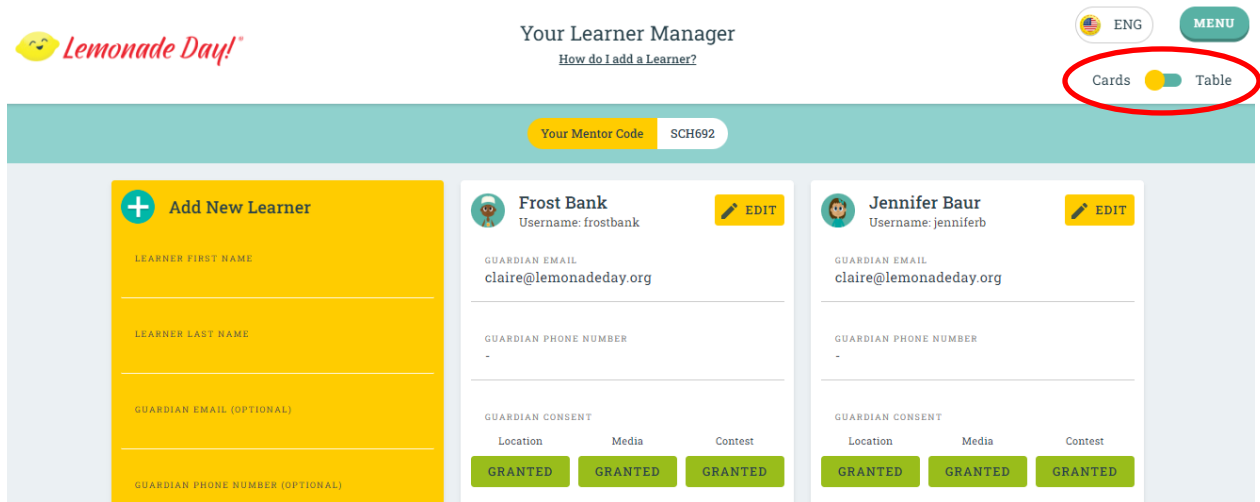
Don't have an account? [Register](#)

### STEP 3

Once you're logged in, click on "Your Learner Manager" to see your learners from the previous year.



You can toggle between the cards and table in the upper right corner.



## RETURNING LEARNERS

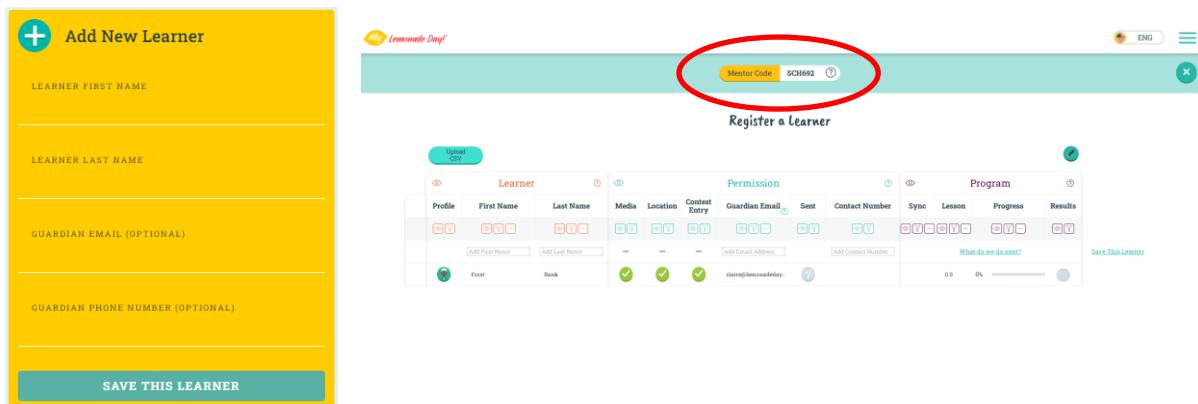
Returning learners can open the app on their device and login with their credentials in order to get started for this year. If they forgot their username or password, [click here](#) for directions on how to reset.

## REMOVING LEARNERS

Remove any learners that you are no longer mentoring. [Click here](#) for instructions.

## ADDING NEW LEARNERS

Add new learners by entering their first and last name into a learner card or your mentor table. Learners can then download the app to their device and use their first and last name plus your mentor code to get started. (HINT: Your mentor code can be found at the top of your learner manager.)



**NOTE:** If you're mentoring a learner who has previously participated with another mentor, you **DO NOT have to add them to your mentor table**. After the previous mentor has removed them from their table, the learner will login to the app on their device with their credentials; they will then be prompted to add your mentor code to get started. After the learner adds your mentor code, they will be auto-populated to your learner table.