How do I get the Matching Gift amounts to show on my Tour Center?

- You'll need to enter them manually, here's how:
    a. Go to ADA's TdC website & go to your Tour Center: http://tour.diabetes.org/site/PageServer?pagename=TC_homepage
    b. Enter your userid & password
    c. Click on your ride city in blue font
    d. Click on "My Progress" tab on your toolbar within your Tour Center
    e. Click on box "Enter Cash/Check/Matching Gifts" on right hand side within "Progress Tools"
    f. Enter demographics info (ex first = "Jones", last = "J&J Match")
    g. Enter amount (this is 2 x the original donation amount)
    h. Enter payment type (choose "cash")
    i. Click "add"
- You'll need to do this for each donation made by a J&J employee.