



# Canadian Centre for Diversity and Inclusion Centre canadien pour la diversité et l'inclusion

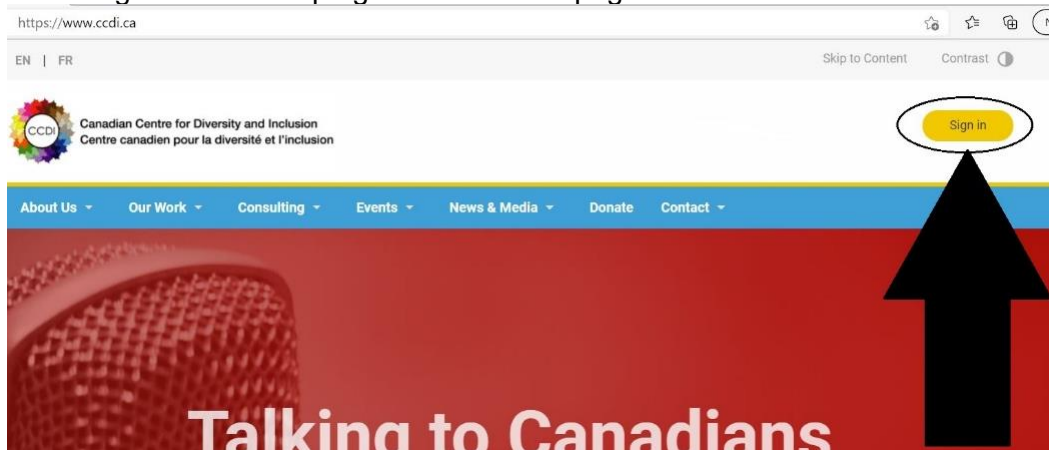
## Knowledge Repository Guide

Within this Knowledge Repository, you will find articles, reports, toolkits/templates, webinars and videos around Inclusion, Diversity, Equity and Accessibility (IDEA). Some of these resources are curated by CCDI and some were found online. If you have any questions or inquires related to the Knowledge Repository, please contact [kr@ccdi.ca](mailto:kr@ccdi.ca)

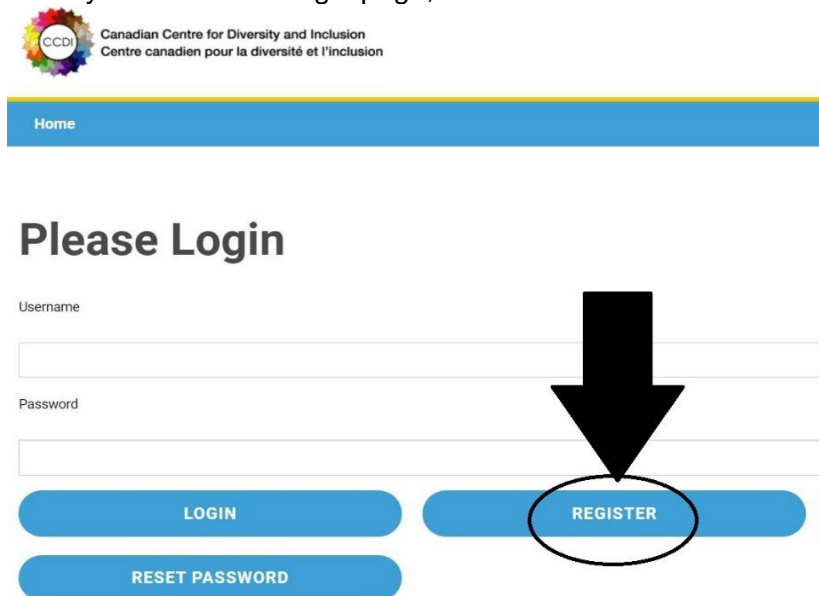
### The registration process

#### 1.1: How to register for an account

1. Navigate to <https://www.ccdi.ca/>
2. Click “Sign In” on the top right corner of the page.



3. Once you are on the Login page, click “REGISTER”.



#### Western Canada | Bureau de l'Ouest (Calgary)

2605-500 4 Avenue SW | 2605-500, 4<sup>ème</sup> avenue SO  
Calgary, AB T2P 2V6  
1-403-879-1183

#### Eastern Canada | Bureau de l'Est (Toronto)

820-2 Carlton Street | 820-2, rue Carlton  
Toronto, ON M5B 1J3  
1-416-968-6520

#### Atlantic Canada | Bureau de l'Atlantique (Moncton)

137 Goldleaf Court | 137, court Goldleaf  
Riverview, NB E1B 5V3  
1-506-800-8530

[www.ccdi.ca](http://www.ccdi.ca)

Charitable Registration Number / Numéro d'enregistrement : 10684-4822-RR0001



4. As part of the registration process, your company email, company name, first name and last name are required fields (shown below). Other fields on the form are optional.

[Home](#) / Knowledge Repository

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Welcome to the Canadian Centre for Diversity and Inclusion's Knowledge Repository. Please register below, using your organizational email address.

Email / Adresse Email \*

Company/Organization / Société/Organisme \*

First Name / Prenom \*

Last Name / Nom de famille \*

5. Once the form has been completed, click "SUBMIT / SOUMETTRE".

Postal Code / Code Postal \*



6. You are now registered! You will receive a welcome email that contains your password.



## 1.2: Resetting your password

1. If the password has been forgotten/deleted, navigate to <https://portal.ccdi.ca/login> and click “Reset Password”.



Canadian Centre for Diversity and Inclusion  
Centre canadien pour la diversité et l'inclusion



# Please Login

Username

Password

LOGIN

RE

RESET PASSWORD

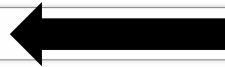
2. In the “Email Address” tab, type in your work email address and click “Request Password Reset”.

# Reset Password

To request a password reset please enter your email below and click the Request Password Reset button.

Email Address

johndoe@gmail.com



REQUEST PASSWORD RESET

3. An email will be sent to the given email address with a link to verify your information. Click that link and complete the verification.
4. Once completed, you will receive another email that contains your new generated password.