How to invite users to your private ShareTheRide network

To prevent the general public from accidentally entering your contests or impacting your statistics, your ShareTheRide network is private. Users who were associated with your custom sub site in the old ShareTheRide have been migrated to your private network – there is nothing you need to do for them. Here is how to invite people to join your network moving forward.

To begin, login to ShareTheRide.com. In the blue navigation bar at the top of the screen, click MANAGE, then MANAGEMENT DASHBOARD.

You will see the network(s) that you manage.

At the bottom right corner of the network card, click the link icon to copy the join URL.

Suggestions on inviting your users to join your network:

- Include the link in your organization’s new hire information.
- Post the link on your intranet or TRP page.
- Once a year, we suggest you email the link and a list of your organization’s Travel Reduction Program (TRP) incentives to all employees and encourage them to sign up. Benefits Open Enrollment would be a good time to do that.
- New members who join ShareTheRide with an email address with your network’s domain will be connected to your network automatically. There is nothing you need to do for them.