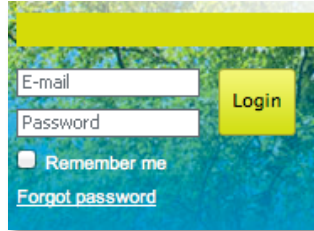
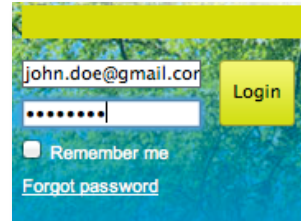


Logging In

- Enter your email address and password in the Login Area:

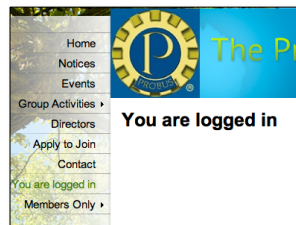


A screenshot of the login form. It features a yellow header bar. Below it, there are two input fields: "E-mail" and "Password". To the right of the "E-mail" field is a yellow "Login" button. Below the "Password" field is a checkbox labeled "Remember me" and a blue link labeled "Forgot password".



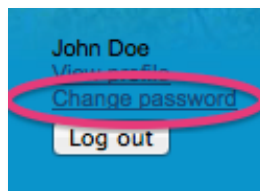
A screenshot of the login form with the "E-mail" field filled with "john.doe@gmail.com" and the "Password" field filled with "*****". The "Login" button is highlighted in yellow.

- If you have forgotten your password or don't know it, select "Forgot password" and a new password will be emailed to you at the email address that you have entered.
- If your login is successful, you will see the following:

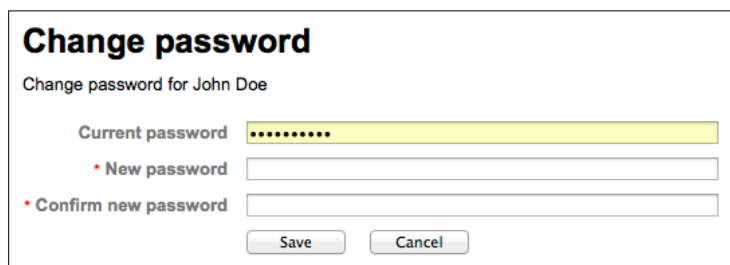


Changing your Password

- Select "Change password":



- You will now be able to change your password:

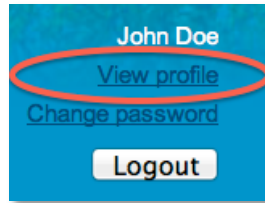


A screenshot of the "Change password" form. The title is "Change password" and the subtitle is "Change password for John Doe". There are three input fields: "Current password" (filled with "*****"), "New password", and "Confirm new password". Below the fields are "Save" and "Cancel" buttons.

- Remember to click on "Save"

Editing your contact information (address, phone, email etc.) and joining Special Interest Group mailing lists

- Select "View profile":



- You will now see your profile:

My profile

[Edit profile](#) [My directory profile](#)

[Profile](#) [Privacy](#) [Email subscriptions](#) [Member photo albums](#) [Invoices and payments](#)

Membership details

Membership level **Regular membership - \$65.00 (CAD)** Subscription period: 1 year, on: October 1st No recurring payments

Membership status **Active**

Member since 16 Jun 2013

Renewal due on 01 Oct 2013 Renew until 01 Oct 2014

User ID 10217838

First name John

Last name Doe

e-Mail john.doe@gmail.com

Phone

Address

City

Province

PostCode

Photo

Group participation

- You can now fill in or make changes to you contact information (address, phone, email etc.) and select the Special Interest Groups for which you wish to be added to the emailing list.

My profile

[Profile](#) [Privacy](#) [Email subscriptions](#)

• Mandatory fields

User ID 10208642 This field is generated automatically and cannot be changed

First name

Last name

e-Mail

Phone

Address

City

Province

PostCode

Photo no file selected

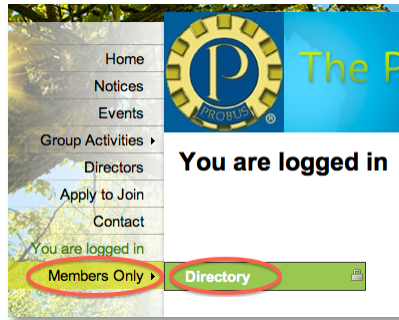
Group participation

- Bicycling Group - Easy Riders**
- Book Group - Thursday
- Book Group - Tuesday
- Duplicate Bridge Group
- Indoor Bowling Group
- Investment Group
- Live Theatre Appreciation**
- Walking Group - Meanderthals**
- Wine Tasting Group

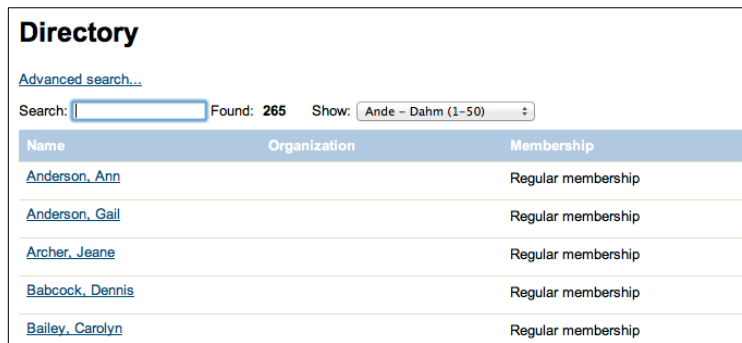
Select one or more of the above to be kept informed of the specific group activities.

Accessing the Membership Directory

- Select the "Members Only" tab and then select "Directory"



- You will now be able to do a "Simple Search" of the directory. You can search by any part of the name.



- To do an "Advanced Search", select "Advanced search" on the previous window. You can now search on any of the criteria shown on the following window:

The screenshot shows the 'Advanced Search' form with the following fields and options:

- User ID:
- First name:
- Last name:
- e-Mail:
- Phone:
- Address:
- City:
- Province:
- PostCode:
- Group participation:
- Clear values
- Group types (checkboxes):
 - Bicycling Group - Easy Riders
 - Book Group - Thursday
 - Book Group - Tuesday
 - Duplicate Bridge Group
 - Indoor Bowling Group
 - Investment Group
 - Live Theatre Appreciation
 - Walking Group - Meanderthals
 - Wine Tasting Group
- Search or [Go to simple search](#)