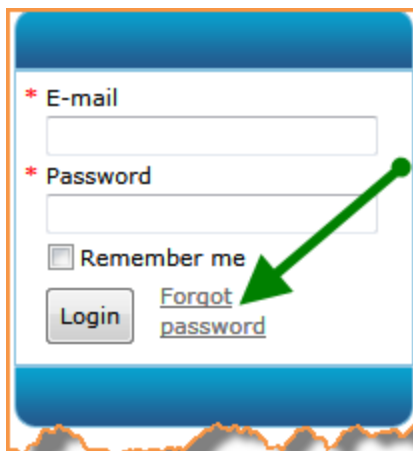


Creating an Account Password

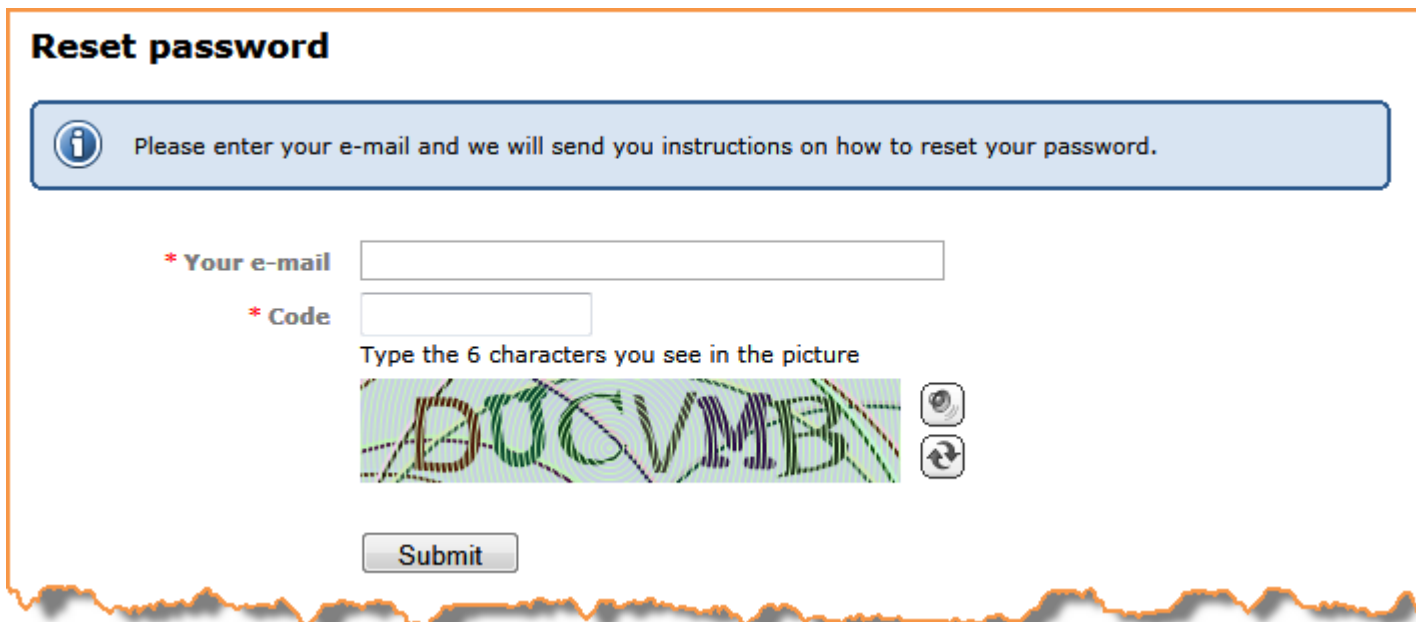
To view member only content, you'll need to create a password for your member account. All member accounts are based on your registration e-mail and only members have access to password protected information. To create a password, you will need your registration e-mail. This is the e-mail where event announcements and other chapter e-mails are sent. Here are the steps for creating a password.

To get started find the login box on the www.TDNOLA.org. The login box is located in the upper right corner of the site. Here is an example:



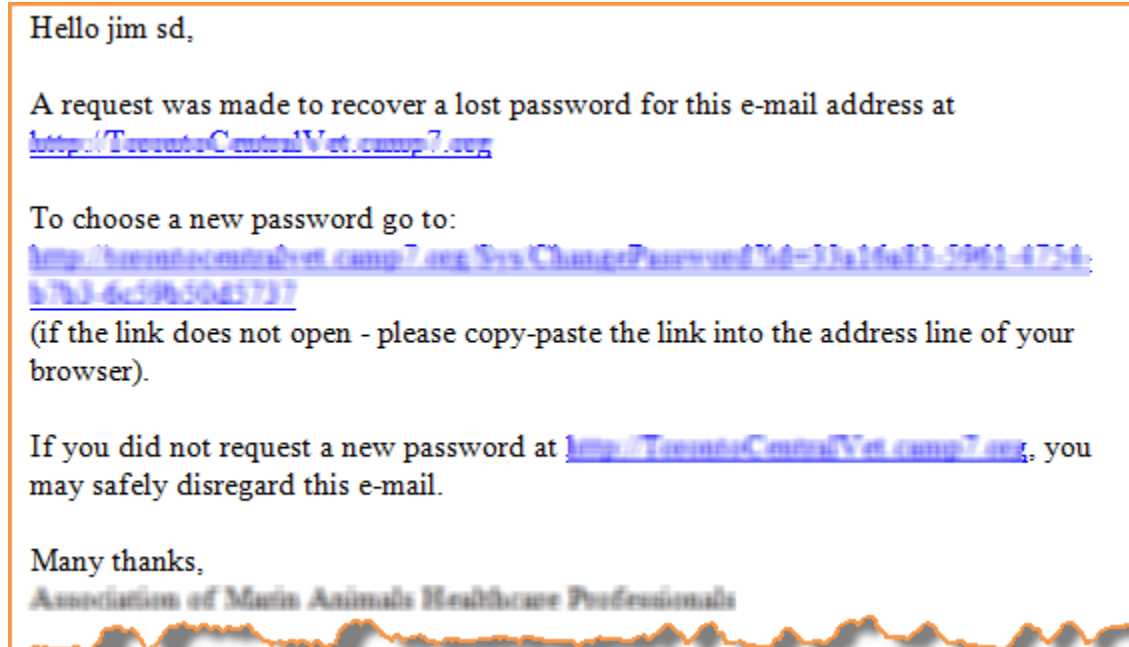
A screenshot of a login form with a blue header and footer. The form contains the following elements: a red asterisk followed by the text '* E-mail' above an empty text input field; a red asterisk followed by the text '* Password' above another empty text input field; a checkbox labeled 'Remember me'; a 'Login' button; and a blue underlined link labeled 'Forgot password'. A green arrow points from the top right towards the 'Forgot password' link.

From the login box, click on the **Forgot password** link, enter your email on the following page:



A screenshot of a 'Reset password' form. At the top, there is a blue information box with a white 'i' icon and the text: 'Please enter your e-mail and we will send you instructions on how to reset your password.' Below this, the form has two red asterisks: '* Your e-mail' above an empty text input field, and '* Code' above another empty text input field. Below the 'Code' field, it says 'Type the 6 characters you see in the picture' above a captcha image showing the word 'NOVEMBER' in a stylized, colorful font. To the right of the captcha are two circular icons: a magnifying glass and a refresh symbol. At the bottom of the form is a 'Submit' button.

If your email is found in the member database, system will email you instructions on how to reset your password. Here is what it will look like (parts of the email are intentionally blurred for privacy reasons):



Email will contain an encrypted one-time link. When you follow the link, you will get to a page where you can set your new password:

The image shows a screenshot of a web form titled "Reset your password". The form has a yellow background and contains the following elements:
Reset your password
* New password
* Confirm new password
Set new password

If you have issues or do not receive this e-mail, contact the VP of Marketing for assistance for assistance at carolyn.webre@selu.edu