



Member Site Login/Set Up Instructions

1. Confirm Your Email

You will receive an **automated** email from IS3NA with the subject line “Welcome! Confirm Your Email”; click the “Confirm Your Email” button in the message:

Hi,

Thanks for signing up to <https://www.is3na.org/>
To confirm your email info@is3na.org, click the link below:
<http://wix.to/lcATDN4>

If you have any questions, contact the site owner.
Received this email by mistake? Just ignore it!

Confirm Your Email

Note: if you don't get the email, please check your Spam folder

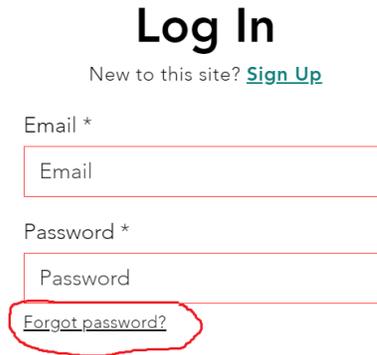
2. Log In

After confirming your email by clicking on the button, you will be automatically taken to the IS3NA home page. Scroll to the bottom of this page and find the Log In link on the bottom left-hand side:

  Email: info@is3na.org Phone: 619-807-9541 University of Maryland, Baltimore County (UMBC) 1000 Hilltop Circle MEYR 405C Department of Chemistry & Biochemistry Baltimore, MD 21250 USA	<h3>JOIN OUR MAILING LIST</h3> <p>Enter your email here *</p> <hr/> <p>First Name * Last Name *</p> <hr/> <p>Company/Affiliation</p> <hr/> <p>Sign Up!</p>	<h3>Quick Links</h3> <ul style="list-style-type: none">2021 Virtual SymposiumThe SocietyMembershipMeetingsContact
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3. Click “Forgot Password?” Link

Ignore the Email/Password section and click on the “Forgot password?” Link:



The screenshot shows a login form with the following elements:

- Log In** (Section Header)
- New to this site? [Sign Up](#)
- Email * (Label)
- (Input field)
- Password * (Label)
- (Input field)
- [Forgot password?](#) (Link, circled in red)

Once you click the “Forgot password?” link you will see the following screens; follow the instructions on each screen:

Create New Password

Please enter your email address

Email

Create Password

Please Check Your Email

We sent a link to set your new password by email.

Got It

4. Check Your Email For This Message from IS3NA / Click "Create New Password Link":

Hi IS3NA Team

To create your new password, click on the link below.

[Create New Password](#)

If you didn't request a new password, just ignore this email.

Thanks!

5. Create New Password:

Create New Password

Enter your new password below

Enter a new password

|

Re-type password

Create Password

**Your password has been
changed.**

OK

6. **Login Using Your Email and Password:**
Enter your email and password to login:

Log In

New to this site? [Sign Up](#)

Email *

Password *

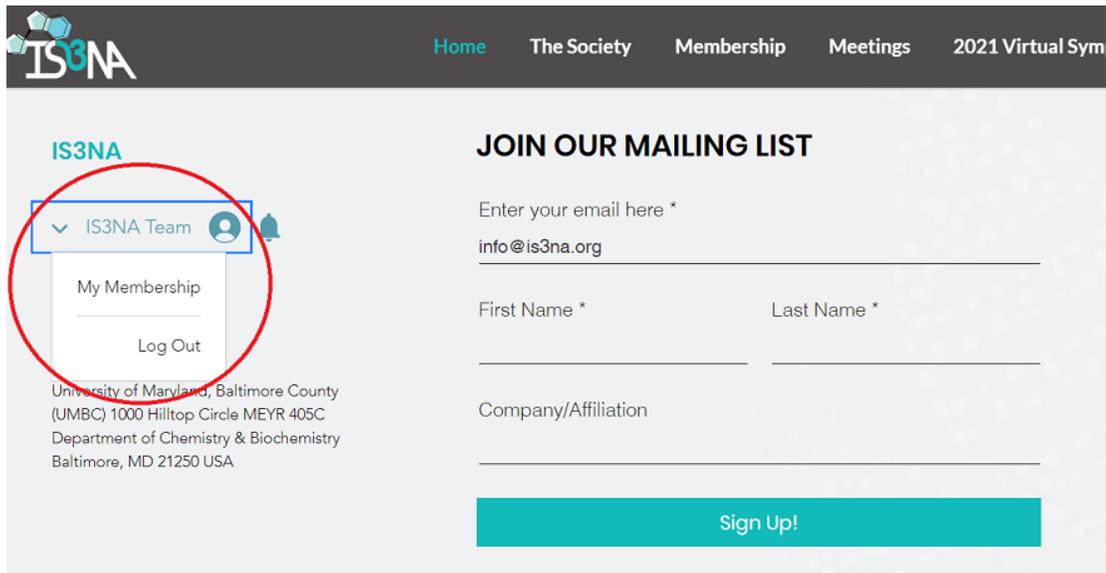
[Forgot password?](#)

7. **After You Login**

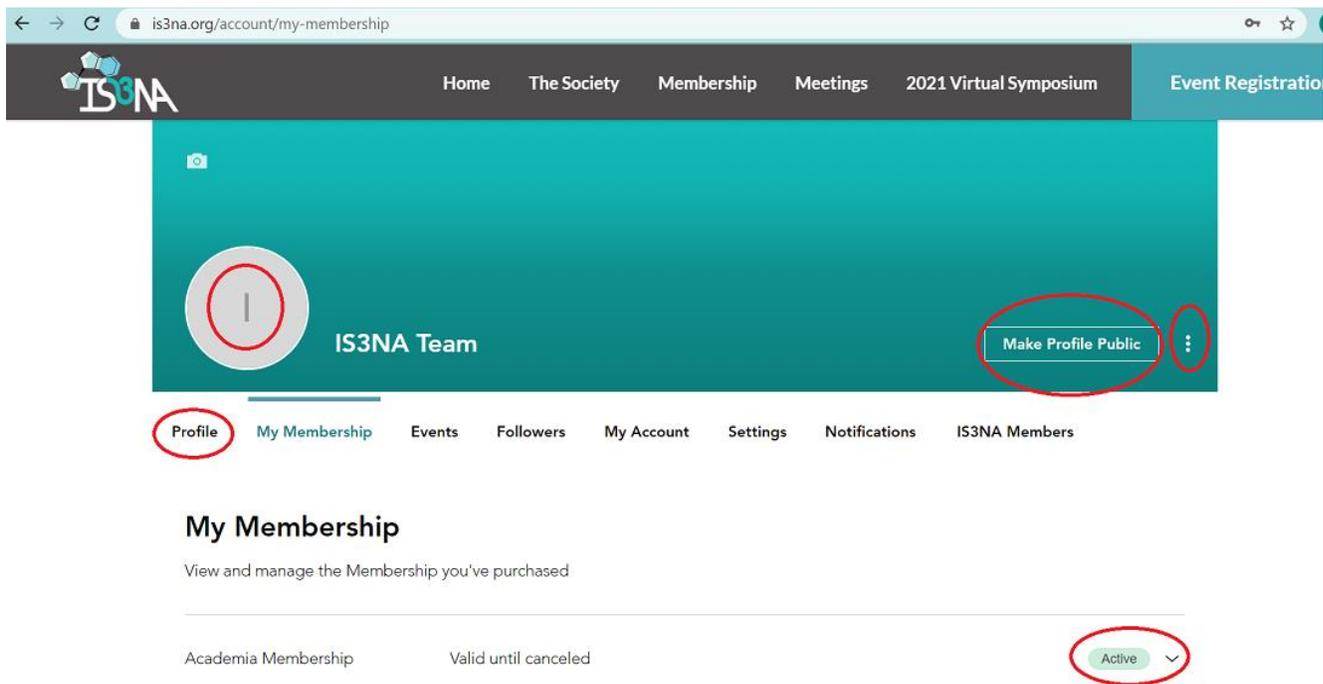
Scroll To the Bottom of the Home Page; your name will appear on the bottom left hand side:

The screenshot shows the IS3NA website home page. At the top, there is a dark navigation bar with the IS3NA logo on the left and menu items: Home, The Society, Membership, Meetings, and 2021 Virtual Symposium. Below the navigation bar, the main content area is divided into two columns. The left column features the IS3NA logo, a dropdown menu for 'IS3NA Team' (highlighted with a red circle), contact information (Email: info@is3na.org, Phone: 619-807-9541), and the address: University of Maryland, Baltimore County (UMBC) 1000 Hilltop Circle MEYR 405C, Department of Chemistry & Biochemistry, Baltimore, MD 21250 USA. The right column is titled 'JOIN OUR MAILING LIST' and contains a sign-up form with fields for 'Enter your email here *' (pre-filled with info@is3na.org), 'First Name *', 'Last Name *', and 'Company/Affiliation'. A teal 'Sign Up!' button is at the bottom of the form.

8. Click On Your Name/Icon and you will see the following options:



9. Select “My Membership” to manage your membership and your personal profile:



- Update your profile with an image and short biography.
- If you would like your profile to be visible to other active IS3NA members, click “Make My Profile Public.”
- Manage Your Membership under “My Membership”