

HELP

LOGIN Enter your **Email** Address. (Each member must have a *unique* email address. If you share an email address with your partner, please contact Peaches for assistance).

Enter NEW **Password**. It must be at least **6** characters long. Passwords are case-sensitive.

If you get stuck on the **Reset Password** webpage, click on the small box with 2 arrows in it to see a new Code and try again. Codes are *not* case-sensitive.

HOME PAGE Use the View Profile link to view and/or edit your membership information. On **My Profile** page use the **EDIT PROFILE** button to make changes to your Profile.

CONTACT US To contact the club, please use email address paddlers2780@gmail.com.

The Email links (underlined email addresses) on the new website do *not* work.

EVENTS CALENDAR

UPCOMING EVENTS (List View) – Use **REGISTER** button to sign up for an event.

WEEK/MONTH/YEAR (Calendar View) – Click on an event and then on **REGISTER** to sign up.

Registration works on a “*first come first served*” basis.

The **REGISTER** button brings up several webpages. Once you click on the **CONFIRM** button, your event registration is complete. If you decide to cancel your registration for an event, you will *not* be able to re-register for the same event without the assistance of an Administrator*.

Only Administrators* can enter events into the CALENDAR. Please send all details of your event to them but continue to notify the club of the event using the 27-80 Google Group email.

Add to My Calendar button is *not* setup.

MEMBER ROSTER **SEND MESSAGE** can be used to email a selected member.

PHOTOS and VIDEOS Continue to share your photos and videos using the 27-80 Google Group email.

LAUNCH LOCATIONS Updated – **Check it out!!!**

FORUM NEW – Have a topic to discuss within the club? – **Check this out!!!**

*Current Website Administrators:

Tom Yen	Web Master
Peaches Sappington	Membership Coordinator
Janet Jordan	Treasurer
Bruce Doll	Trip Coordinator
Tricia Geiling	Activities Coordinator

For General Assistance: email paddlers2780@gmail.com

For Club Email Assistance: email peaches5522@msn.com