WHAT’S MY LOGIN?

NAAE.ORG

WHY LOG IN?
• Print your membership card (we don’t mail them anymore).
• Apply for awards.
• Access members-only discounts.
• Update your profile & contact information.

HOW TO LOG IN
• Click the Member Login link at the top of the page at naae.org.
• Set up or reset your password by clicking the “can’t access account” link.
• Use the email address you used when you submitted your membership - that’s how we track if you’re a current member.

MYNAAE
• Look for MyNAAE near where you clicked “Login.”
  From here you can:
  • Print Your membership card
  • Update your contact information
  • Upload a membership roster
  • Apply for an Award
  • View members-only discounts

PRINT YOUR MEMBERSHIP CARD
• On the MyNAAE page, scroll about halfway down the page and click “Print Membership Card.”
• IMPORTANT - To ensure that your card opens and displays the correct information, SAVE it to your computer, then open it with Adobe Acrobat Reader - NOT your browser.

Communities of Practice
communities.naae.org

WHY LOG IN?
• View spaces and content visible only to logged in CoP users.
• The items on the front page change depending on what you follow, like and post.
• You can only post to CoP if you are logged in.

HOW TO LOG IN
• Click Log In at the top of the page.
• Use the “I forgot my password” or “I forgot my username” prompts if necessary.

I REQUESTED A PASSWORD OR USERNAME RESET BUT I’M NOT GETTING AN EMAIL
• It’s possible that your account has been deactivated. This happens if it’s been 18 months or longer since your last login.

CoP LOOKS WEIRD
• It’s possible that part of the site is being blocked, which is preventing it from working correctly.

FOR NAAE COMMUNITIES OF PRACTICE ISSUES AND QUESTIONS, CONTACT OLIVIA THOMAS, NAAE COMMUNICATIONS/MARKETING SPECIALIST AT OTHOMAS.NAAE@UKY.EDU OR (859) 967-2896.

Questions?
WE’RE HERE TO HELP!

Contact NAAE at (859) 967-2892 or email at naae@uky.edu