

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.
- Contact CoP administrator Julie Fritsch at jfritsch.naae@uky.edu to have your account reactivated.

CoP LOOKS WEIRD

- It's possible that part of the site is being blocked, which is preventing it from working correctly. Contact CoP administrator Julie Fritsch at jfritsch.naae@uky.edu or 1-800-509-0204.

Questions?

WE'RE HERE TO HELP!

- Contact NAAE Communications/Marketing Director Julie Fritsch, jfritsch.naae@uky.edu or call 1-800-509-0204.