Here are the steps that you should take to become an active user of the Atascadero Rotary Website:

Step 1:
Point your web browser to:
http://atascaderorotary.org

Step 2:
In the bar at the top on the right side you will notice a selection "Login". Click on Login. Next click on "Forgot Your Password". This will take you to the "Get Password" screen. You will be asked to enter you last name and your email address. It will check your entry against the database. If you match on both your last name and your email address then you will receive an email with your Username and Password.

Step 3:
After you have received your Username and Password the go back to the website and login. In the upper bar of the main website page, close to "Login" you will see a button "Admin". This will take you to the members only part of the website.

Step 4:
You can now edit your information in the database. After you have clicked on "Admin" then you will get a screen with many choices. Choose "Edit My Profile" and you will see all of your personal data that the club uses. Make any changes that are needed.

Step 5:
This is a very powerful tool for both the club administration and individual members. Have a look around the website and the "Admin" choices. You should never wonder about what is going on in the club again.

Any problems? Give me a call or send me an email:

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