WFOT Individual Members Website Guide



WFOT Individual Members Website Guide

Table of Contents

Individual Member

Register Login Update your personal details Access the Bulletin

We value your feedback

We have tested the new website many times, however, if you find that any of the features is not working properly or if you encounter any issues with the functionality of the new website, please let us know by email at admin@wfot.org.

Individual Member

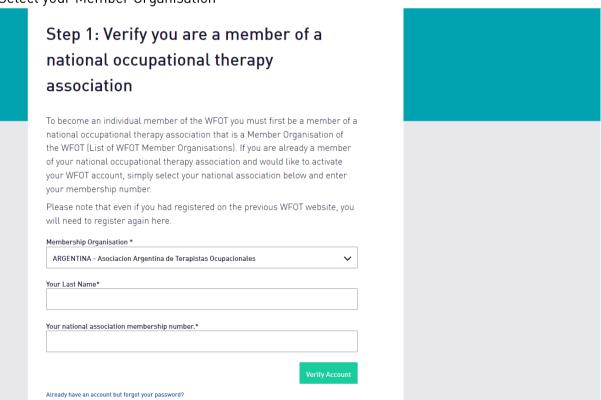
1 Individual Members that had registered on the old WFOT website will need to register again on the new website.

Register

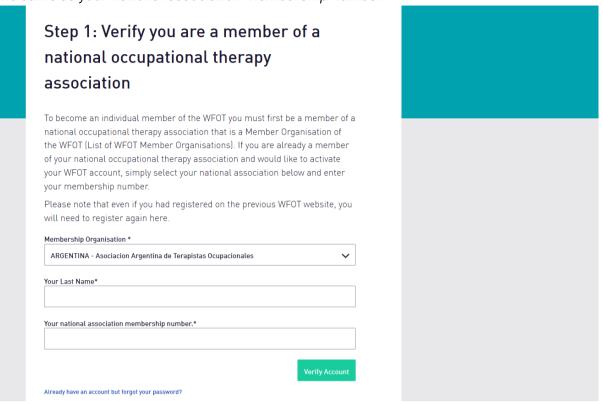
1. Click "Member Registration" at the top of any page



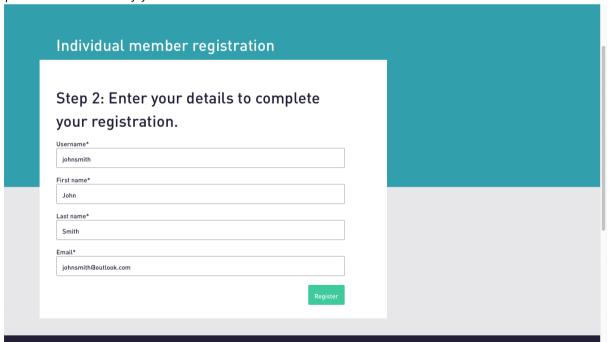
2. Select your Member Organisation



3. Enter your last name and membership number. Your WFOT Membership number is the same as your national association membership number.

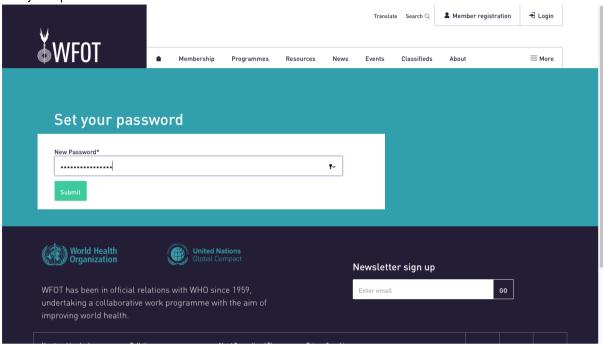


4. Confirm your details and update them if necessary. If your email is shown, it was provided to WFOT by your national association.



5. Click the activation link in your email inbox.

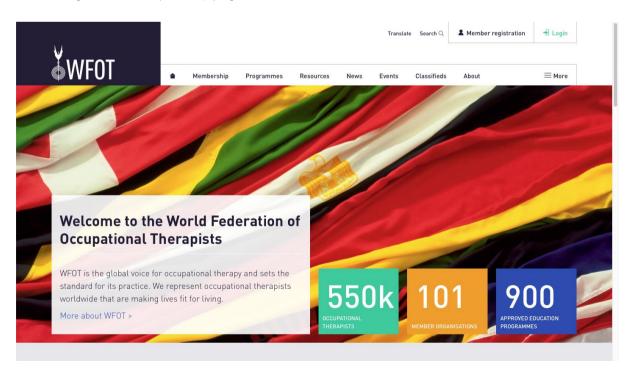
6. Set your password.



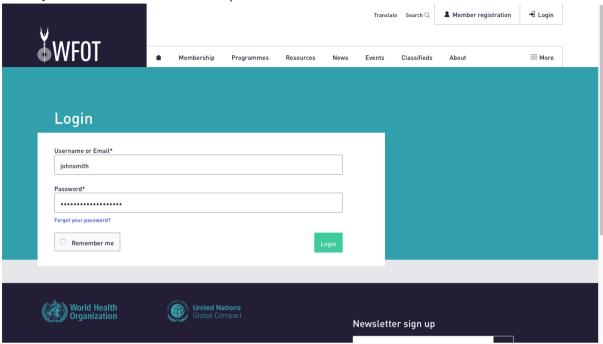
7. Click "Submit"

Login

1. Click "Login" at the top of any page



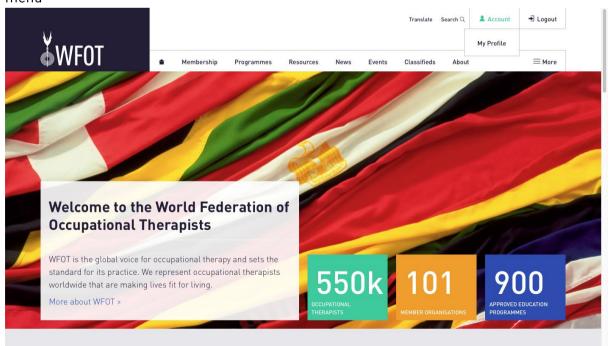
2. Enter your username or email and password.



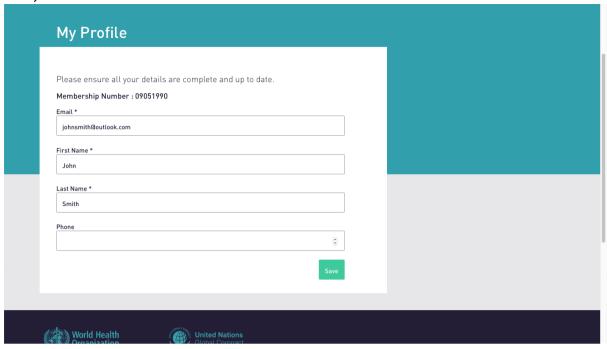
3. Click "Login". If you see an error, please double-check your details. Make sure you have registered.

Update your personal details

1. Click "Account" at the top of any page and select "My Profile" from the drop-down



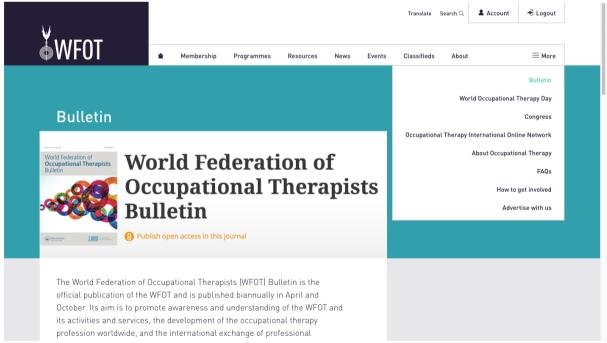
2. Edit your details.



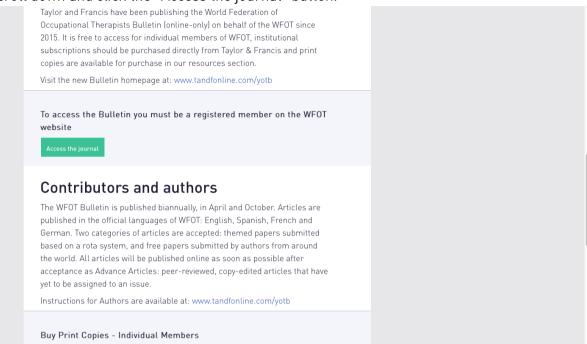
3. Click "Save" to save your details.

Access the Bulletin

- 1. Make sure you are logged in.
- 2. In the site's navigation, click "More" and click on "Bulletin" from the drop-down menu. On a desktop/laptop computer, you can find this to the right of the page.



3. Scroll down and click the "Access the journal" button.



4. You will be redirected to our publisher's website.