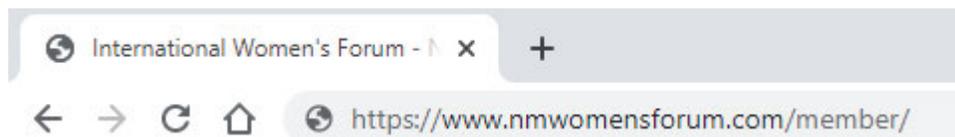
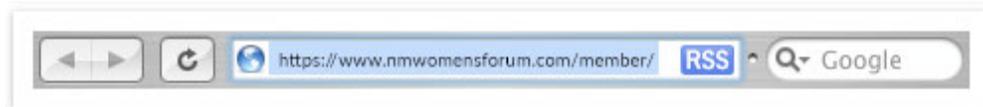


1. Type (or paste) the new member website URL into your browser's address bar. Note that this is a new website address for members. You can also click this link: <https://www.nmwomensforum.com/member/>



Typical look of a browser address bar in Google Chrome



Typical look of a browser address bar in Apple Safari

If you cannot find the address bar in Safari, it will appear if you hold the Command key and press the L key.

2. Request a password: Click the blank (white) circle next to the text that reads "Request Password." Then enter the email address associated with your membership and click the orange button that says Request Password.



Login:

If you do not have a password or have forgotten your password, click Request Password button below, then fill in your email address associated with your IWF NM account.

Sign In
with your email and password.

Email

Password

Request Password
We will email you a new password so you can access your account.

[click here](#)

Login:

If you do not have a password or have forgotten your password, click Request Password button below, then fill in your email address associated with your IWF NM account.

Sign In
with your email and password.

Request Password
We will email you a new password so you can access your account.

Email

3. Open your email account and find the email from "International Women's Forum". Copy your password, then return to the login page of the member website, enter password and click the "Sign In" button.

Advancing leadership across careers, cultures and our communities

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Please note that the new member site does not have a password that all members share, as we did with the old site. This means the office will not have your individual password. So if you lose your password, please use these instructions to help you log in and create your account and create a new password.

You will always be able to find the Members website at this address: www.nmwomensforum.com/member/. You can also log in to the members' site from the IWFNM public page, where it says Member Log in.



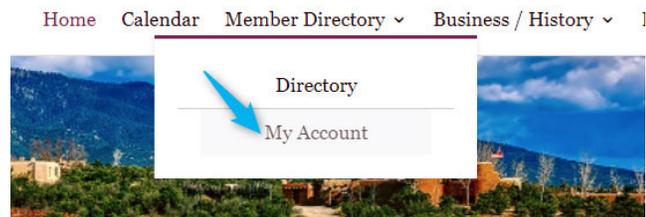
How to Set Your Password What to do if you Lose Your Password

1. After successfully signing into the website, you will arrive at the Welcome page.
2. Go to the "My Account" page to update your profile. You will find a link this page under the link "Member Directory".

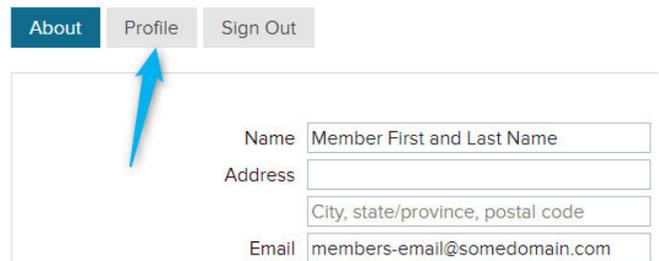


Welcome

Hovering your mouse over Member Directory will show "sub menu" items, one of which is "My Account". Click this link.



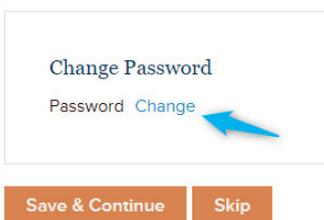
3. After the new page loads, click "Profile"
4. Scroll to the bottom of the page. Click blue link that says "change".



Name

Address

Email



Change Password

Password [Change](#)

- 5 Click the orange button that says "Save and Continue". You will then be taken to to the member directory page.

What to do if you lose your password

If you lose your password, you can reset it from the member login page.

Sign In
with your email and password.

Request Password
We will email you a new password so you can access your account.

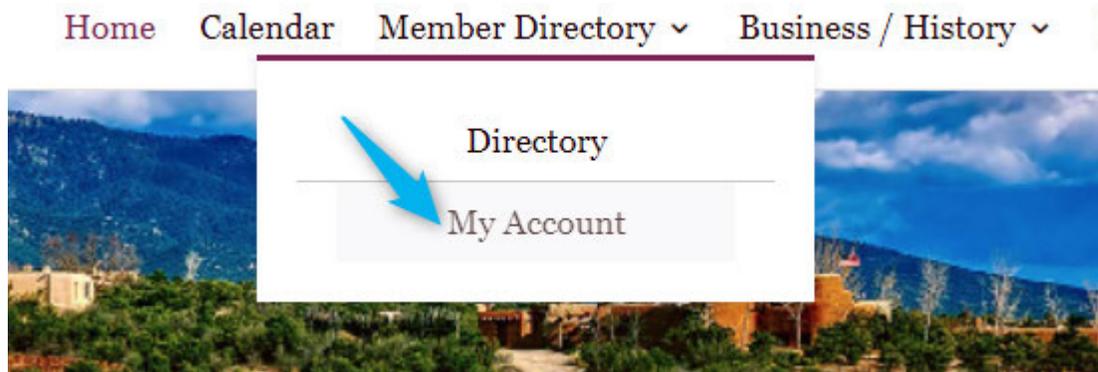
Email

1. After successfully signing into the website, you will arrive at the Welcome page.
2. Go to the "My Account" page to update your profile. You will find a link to this page under the link "Member Directory".



Welcome

Hovering your mouse over Member Directory will show "sub menu" items, one of which is "My Account". Click this link.



3. Your profile consists of two pages. You will notice some information has already been filled in for you. Edit the first page as desired, then click the orange "Save and Continue" button. Note that clicking the button takes you to the "profile" tab.

About Profile Sign Out

Name	<input type="text" value="Member First and Last Name"/>
Address	<input type="text"/>
	<input type="text" value="City, state/province, postal code"/>
Email	<input type="text" value="member-email@email.com"/>
Phone	<input type="text"/>
Fax	<input type="text"/>
Website	<input type="text"/>
Link to IWF Video Interview	<input type="text"/>
Year Joined IWF	<input type="text" value="yyyy"/>
Link to News Story	<input type="text"/>
Link to Awards	<input type="text"/>
Sponsor	<input type="text"/>
Birthday	<input type="text" value="mm/dd"/>
Partner/Spouse	<input type="text"/>
Favorite Quote	<input type="text"/>

Active

International Women's Forum - New Mexico Member

[Renew, Upgrade or Update Billing](#)

[Save & Continue](#)

[Skip](#)

5. Add a bio photo and short description. Example below.

Bio Photo [? Learn more](#)

Click areas on card to upload photo or edit tagline:

Click or drop file here to upload image

Enter a short description here

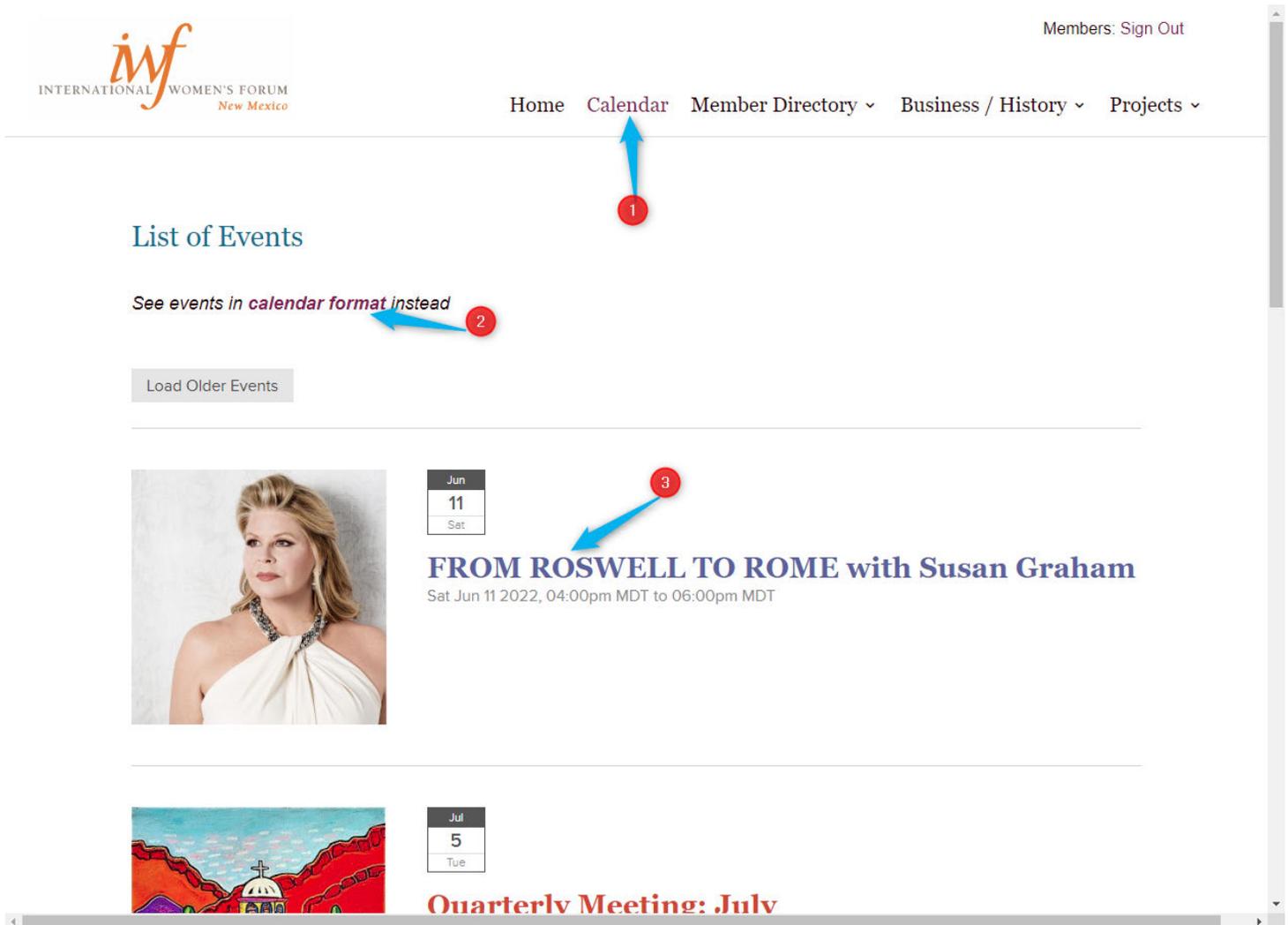
As seen in member directory



Andrea Meditch
1314 Lejano Lane
Santa Fe NM 87501, US
Master filmmaker. Advisor and mentor.
Change maker.

6. Click the orange "Save and Continue" button. You will then be taken to the member directory page.

1. View events from "Calendar" link at top of website pages.
2. If you prefer to view in calendar format, click the link at the top.
3. Click the name of the event for which you would like to register.



The dinner plate inspired by the life of marker woman Doña Teresa de Aguilera y Roche who in 1658 came to Santa Fe, New Mexico with her husband who had been appointed the governor of the Spanish colony of New Mexico, a territory that covered much of modern-day New Mexico and Arizona. He served as governor until August 1662, when he and Teresa were arrested by officers of the Holy Office of the Inquisition and sent to Mexico City. Come to the Fiesta de Cena to learn more about Doña Teresa and the other marker women who will be featured.

4. Click the "Register Now" button



Venue Santa Fe Prep Library
Address 1101 Camino De Cruz Blanca
Santa Fe NM 87505, US
Starts Sat Apr 30 2022, 04:00pm EST
Ends Sat Apr 30 2022, 05:00pm EST

Register Now!

Event Registration

	Price	Qty
Fiesta y Cena Member	\$1	<input type="text" value="1"/>
Fiesta y Cena Guest	\$1	<input type="text" value="1"/>

Registrations close in 16:22:41

Full name

Email

Register!

- Your name and email will appear in form below.
- Select "1" member (members must attend with guests, if any).
- Select the number of guests.

For - Fiesta y Cena Member #1

Food allergies?

Food preference

Full name

For - Fiesta y Cena Guest #1

Name

Email

Food allergies?

Food Preferences

Some events have optional questions to answer.

- Answer member questions.
- Answer guest questions
- Enter credit card information (paid events only)
- Click Register
- Wait for confirmation

Name on card

Billing address

Credit/debit card

Register!

IWF-NM Event Registration: Sample DINNER PROGRAM

You are registered!

Item	Qty	Price	Subtotal
Fiesta y Cena Member	1	\$1.00	\$1.00
Fiesta y Cena Guest	1	\$1.00	\$1.00

Total: \$2.00