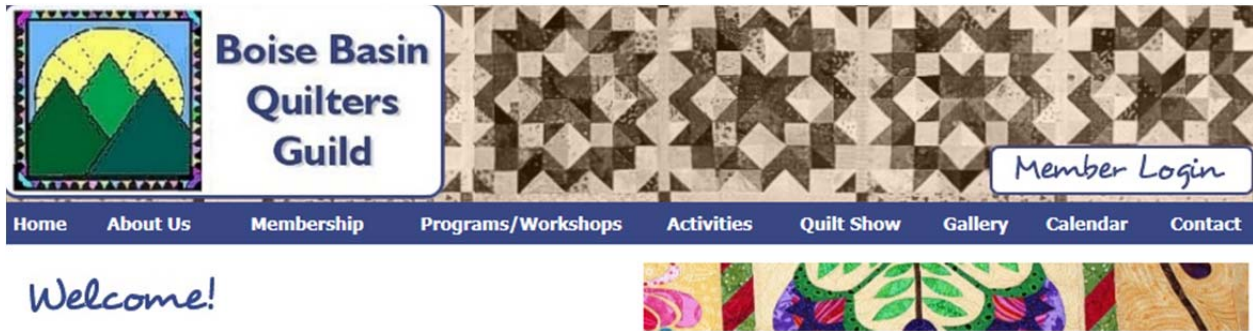


Boise Basin Quilters Website Login Instructions

A. Open new website

1. To preview site click <http://www.boisebasinquilters.org/default.asp>



B. To login to the Members' pages

1. Click Member Login



2. This screen comes up

Members Only

Username:

Password:

Forgot your password? [Click here.](#)

3. Login

Username: **flast** (*1st initial & last name*)

Password: **password**

After typing the **Username**, either tab to the **Password** box or click in the box (pressing enter will give you this error message

Members Only

The password you entered is incorrect. Please try again.

Username:

Password:

4. After typing *password* and pressing enter or clicking the Login button, this **Reset Password** screen pops up.

Reset Password

This is the first time you have logged in to the Member Login section.

Please establish your password:

Password

Re-enter

5. **Password:** Type your *new password*
(must be at least 5 letters/numbers - no spaces or special characters)
Tab to or click in the Re-enter box
Re-enter: type your *new password*
After typing *new password* and pressing enter or clicking the **Submit** button
The Login screen pops up

Members Only

Username:

Password:

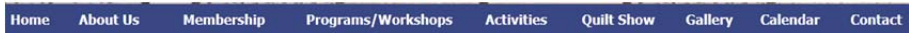
Forgot your password? [Click here.](#)

6. Login
Type *username*
Tab or click to **Password** box
Type your *new password*
Press the enter or click the **Login** button
-

C. Once you have logged in, you will see this page



Until you close your Internet browser, you can switch between Members Only pages and the public pages in the blue bar without logging in again.



D. Firefox Internet Browser users

1. If you have an older version of Firefox, you may not see [Previous](#) and [Next](#) on the left & right side of **July, 2011**.

Calendar

Previous	July, 2011						Next
Sun	Mon	Tue	Wed	Thu	Fri	Sat	

2. You may need to update the program to the latest version 5.0.1
<http://www.mozilla.com/en-US/firefox/new/>

E. If you forgot your password

Members Only

Username:

Password:

Login

Forgot your password? [Click here.](#)

1. Click [Click here](#)

Login

Forgot your password? [Click here.](#)

2. This screen pops up

Recover Lost Password

Please enter the email address associated with your account.
Your login credentials will be sent to this email address.

Email Address

Submit

3. Enter your [email address](#) and click **Submit** button

4. This screen pops up to tell you an email was sent to your email address

Recover Lost Password

Your account login information has been sent.

5. Sample email sent to your email.

-----Original Message-----

From: noreply@boisebasinquilters.org [mailto:noreply@boisebasinquilters.org]

Sent: Friday, July 08, 2011 2:48 PM

To: *(your email address)*

Subject: Boise Basic Quilters Member Account Information

Here is your account Username and Password, as requested at 2:48:11 PM on 7/8/2011.

Username: *(your username)*

Password: *(your current password)*

You may login to your account at <http://new.boisebasinquilters.org/members>

6. In the email click <http://new.boisebasinquilters.org/members>

7. Login as usual

F. To change your password

1. Send an email to webliaison@boisebasingquilters.org
2. You will receive an email that your password was reset to *password*
(this is a manual process so it may take several hours)
3. Follow login steps B1 - B6