How to access the area of the website for Members Only.

The first time you come to the new LGHN website, you will want to create a password. Select the blue LOG IN button.

Select RESET PASSWORD

Enter your email address, select SUBMIT. You will be sent an email to reset your password.
Log in with your username (email address) and the new password you created.

You will see the Welcome page for the *members only* area of the website.

You will see a navigation bar to other pages, **Communities** (join forums and connect with other members) and **Reminders** (see the status of your account).
Navigation Bar Pages

- **HOME** – Welcome page
- **PROFILE** – Edit your profile
  - Edit your personal contact information
  - Upload your photo
  - Add the department in which you work at your organization
  - See the activities/transactions you’ve made
  - Change settings for login, email, and the directory
- **ORG PROFILE** – you will only see this if your jurisdiction has an organization membership AND you are the primary contact person. If not, then you won’t see this item on the menu.
- **DIRECTORY** – Search for members, view the directory or download the member directory to excel

Use the drop-down menu by your name (top of page) to get back to the member **Welcome page** or to **Log Out**.

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Even while you are logged in, you will always see the website’s main navigation bar at the top. Select the LGHN logo to return to the site’s main home page.