How to Log Into Your Membership Area on the ABCP Website

Visit the ABCP website <u>www.abcp.org.uk</u> and click the "Member Area" at the upper left corner of the web page:



If you are using a smart phone to access the ABCP website, the "Member Area" link will not be directly visible. You need to click the menu icon to show all menu items to find it. Depending on the resolution of your smart phone, you may need to scroll down the whole menu a bit to see the "Member Area" menu item.

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	People 🗸				
	International Advisory Board				
Home	Membership Registration and Renewal				
	Membership Rules				
	News				
News	Events				
• For more news and events, please visit the news page and the event page.	About 🗸				
• July 2022: The 2022 3rd ABCP Annual Conference will be held on 1st and 2nd	Privacy Policy				
July, 2022 as a hybrid event. See the ABCP 2022 conference web page for more	Legal Status				
details. July 2021: Due to the COVID-19 pandemic, 	Contact Us				
the 2nd ABCP Annual Conference was held	Member Area				
on 2nd and 3rd July 2021 as a a virtual					
event. See the ABCP 2021 conference web	event. See the ABCP 2021 conference web				
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After clicking Member Area link, you should see the following page (left – on laptops, right – on smart phones, the same hereinafter):

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		181 WordPress
	You are now logged out.	
	Username or Email Address 🛛 😚	
	Password	Username or Email Address Password
	🔹 🗌 Remember Me	•
← GO TO	LOST YOUR PASSWORD? LOG IN	🗌 Remember Me
	Privacy Policy	LOG IN
	Language English (UK) V CHANGE	LOST YOUR PASSWORD?

On this page, enter your username or your email address when you registered your ABCP membership on the website, and the password you created with your membership account, and then click the "LOG IN" link at the bottom right corner or at the bottom of the page.

If you forgot your password, click "LOST YOUR PASSWORD?" link on the page to reset your password. A link for resetting your password will be sent to your registered email address. Please follow the instructions in the email. After resetting your password please retry the above. If you cannot remember your registered email address or have difficulties resetting your password, please write to <u>contact@abcp.org.uk</u> or contact Shujun Li (hooklee75) on WeChat for help.

After logging in, you will see your WordPress profile area like the following:

🚯 👔 abcp.org.uk) 18:1 Assistant 🧠 Show all languages 🤔 Events Hi, hooklee 👰					an:n ,4 2 0 4 ≣	@ @ R 501 (PD 12:23			
Dashboard	Profile							/wp-admin/; 1		
Cashboard								A		
🐣 Profile								Help 💌		
Collapse menu	Howdy, hooklee! It seems that you have been using this theme for more than 15 days. We hope you are happy with everything that the theme has to offer. If you can spare a minute, please help us by leaving a 5-star review on WordPress org. By spreading the love, we can continue to develop new amazing features in the future, for free!							Profile		
	If SURE MAYBE LATER CLAREADY DID OF GOT THEME SUPPORT QUESTION?							Personal Options		
								Oligni		
	The Page "Events" uses the ",	The Page "Events" uses the "/events" slug: the Events Calendar plugin will show its calendar in place of the page.								
	Ask the site administrator to edit the Page slug or ask the site administrator to set a different Events URL slug.						O Modem	O Blue		
	Personal Options						Coffee	🔵 Ectoplasm		
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	Admin Colour Scheme	 Default 	 Light 	O Modern	O Blue		Midnight	Ocean		
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You can click the home icon shown at the upper left corner to return to the ABCP website, from where you can continue to visit other member-only web pages (e.g., the membership renewal page).

NB: On the ABCP website, please **ignore** the "Subscribe" area of the web page. It is for non-members to subscribe to our newsletter. ABCP members do not need to depend on the newsletter to be informed about activities of the ABCP. Instead, all members are automatically added to a JISC mailing list (<u>ABCP@JISCMAIL.AC.UK</u> for Full Members and <u>ABCP-ASSOCIATES@JISCMAIL.AC.UK</u> for Associate Members), so will receive member-only communications via the JISC mailing list. The "Subscribe" area does not disappear even after you log into your ABCP account because of some functional limitations of the newsletter plugin and the website scheme we are using.