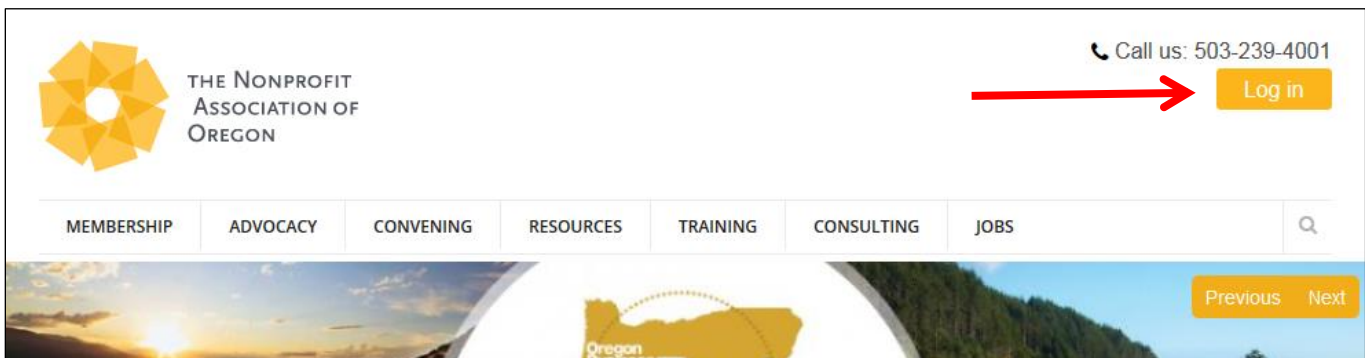


User Account and Membership Discount Information

User accounts are connected to individual's records. If you have an organizational membership, there is NOT one user account for the entire organization, instead each staff/board member is welcome to create their own individual user account using their own email address. Please note that the same email address cannot be used for more than one person when creating an individual user account (for instance, two staff members both using the organization's general info@ email address), this will lead to complications within the system.

How to access our *Members Only Area* (for member benefit discounts)

1. Go to the NAO homepage: <http://www.nonprofitoregon.org>.
2. At the top right corner of the NAO homepage, you will find a **login in button**, click this.



3. **Log in with your username or email address and password.** If you have forgotten your password, you can click on “Request New Password”. **If you had a user account in the past but forgot your username and email address, email membership@nonprofitoregon.org to request this information. Please do NOT create a new (duplicate) account.

A screenshot of the NAO login page. The top navigation bar has three buttons: 'CREATE NEW ACCOUNT', 'LOG IN', and 'REQUEST NEW PASSWORD'. The 'REQUEST NEW PASSWORD' button is circled in red. Below the navigation bar, there is a message: 'Our records don't show you as a member OR you are not logged in with your Member Account. Consider joining NAO to receive benefits!' followed by a 'Join Now' button. There are also links for 'Sign up for eNews' and 'Donate Now'. The login form includes fields for 'Username or e-mail address *' and 'Password *', with a note that the password field is case sensitive. A 'Log in' button is at the bottom of the form.

– or – **Create an Individual User Account.** Absolutely sure you don't have a past user account? Great! Create a new individual user account by clicking on the “Create new account” tab. Fill out and submit the form, then email membership@nonprofitoregon.org with your first and last name and organization name to activate your member benefits

My Membership

Our records don't show you as a member OR you are not logged in with your Member Account. Consider [joining NAO](#) to receive benefits!

[Join Now](#)

[Sign up for eNews](#)

[Donate Now](#)

[CREATE NEW ACCOUNT](#) [LOG IN](#) [REQUEST NEW PASSWORD](#)

Username or e-mail address *

You may login with either your assigned username or your e-mail address.

Password *

The password field is case sensitive.

[Log in](#)

4.

4. **Accessing the [Members Only Area](#) for discount codes.** Once you have an individual user account that you are logged into and your member benefits have been activated, you can access NAO member benefits by clicking the “[Members Only Area](#)” link on the **left sidebar** of the NAO website. **If you are logged in but are denied access to the Members Only Area, then you will need to activate your member benefits by emailing membership@nonprofitoregon.org with your first and last name and organization name. Your membership will be verified and your member benefits activated as soon as possible.**

My Membership

Status: Current

Expiration: Sep 24, 2020

Membership ID: [REDACTED]

Membership Org ID: [REDACTED]

[Renew Now](#)

[Sign up for eNews](#)

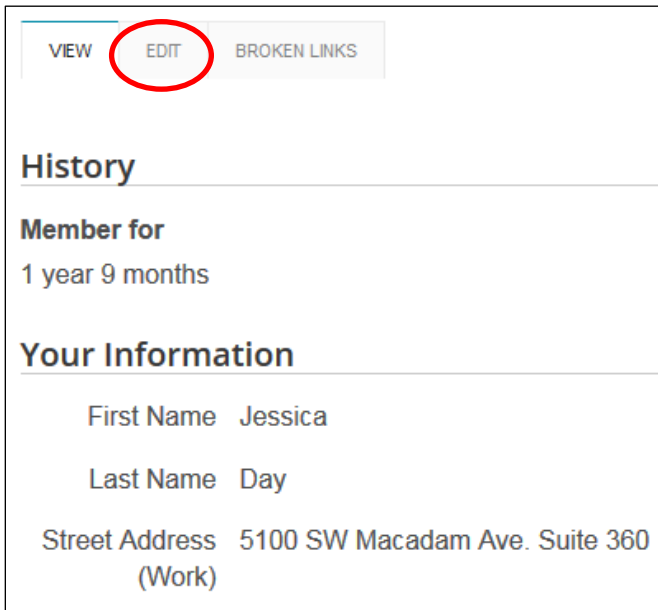
[Members Only Area](#)

Accessing your member discount for training events

Be sure you are logged into your individual user account before registering for an NAO event. If your member benefits have been activated, your member discount will automatically apply when you register for an event on our website (unless otherwise indicated to locate the discount code in our [Members Only Area](#)). **If you are logged in but your member discount is not being applied, then you will need to activate your member benefits by emailing membership@nonprofitoregon.org with your first and last name. Your membership will be verified and your member benefits activated as soon as possible.**

Changing your username, password, email, and editing your contact information

1. **Log in to your user account and then click on the “Edit” tab.** Here you can change your username, the email address connected to your account, and/or your password. **Be sure to click “Save” at the bottom before leaving the page.**



VIEW EDIT BROKEN LINKS

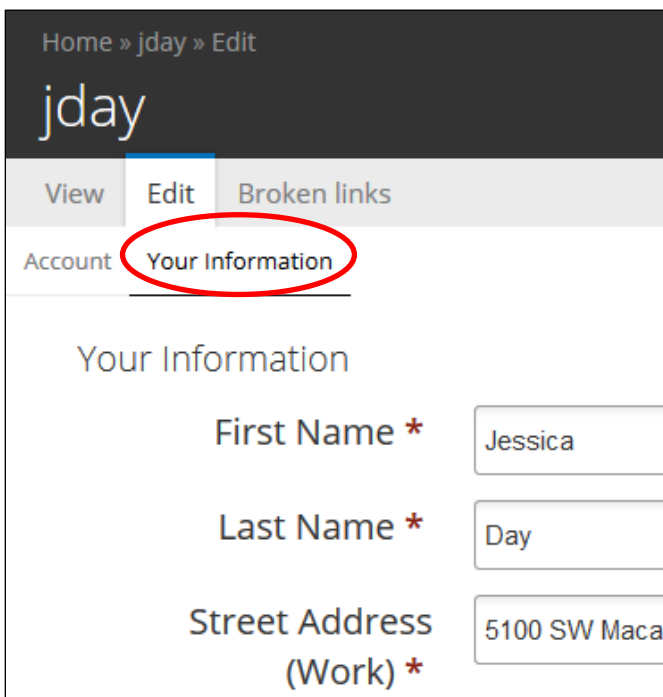
History

Member for
1 year 9 months

Your Information

First Name Jessica
Last Name Day
Street Address 5100 SW Macadam Ave. Suite 360
(Work)

2. **To edit your contact information,** click on “Your Information” located under the “Edit” tab. **Be sure to click “Save” at the bottom before leaving the page.**



Home » jday » Edit

jday

View Edit Broken links

Account Your Information

Your Information

First Name *

Last Name *

Street Address
(Work) *

For any additional questions, please email membership@nonprofitoregon.org or call 503-239-4001 ext. 127.