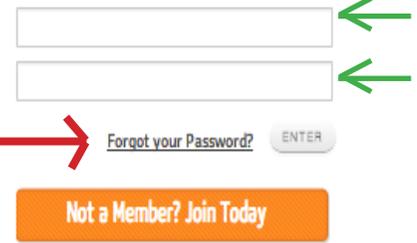


Instructions for Updating Your Online CNDA Profile: Current Members

Member Login



The Member Login form consists of two input fields for email and password, a "Forgot your Password?" link, an "ENTER" button, and a "Not a Member? Join Today" button. Green arrows point to the input fields, and a red arrow points to the "Forgot your Password?" link.

Step 1. Click "Forgot your Password?" in the Member Login section (red arrow). Your password will be sent to your email address.

Step 2. Enter your email address and password in the Member Login section (green arrows).

After logging in, you will see the page below. This is where you can fill out your personal information. Nothing in this section will be publicly available in the CNDA's "Find a Doctor" search EXCEPT for your photo and directory description (personal bio).

Please be sure to read the text at the top before filling anything out!

Your membership expiration date is available at the top left of the screen (red arrow).

You can navigate the other pages of your profile by using the links under your expiration date (green arrow).

Welcome Angela!
Your Membership Expires:
1/31/2014

MEMBER PAGES

- My Personal Information
- My Practice Information
- Areas of Emphasis
- My Transactions
- Discussion Forum
- Renew My Membership
- My Credit Card Information
- Members Only Pages
- Classifieds
- Find a Doctor Directory

Logout

This page is also where you can upload a photo of yourself that will show up in the online directory. We strongly encourage all of our members to include a photo! Click the "Add Photo/Logo" button and follow the instructions in the box that appears. Photos must be square-shaped and no larger than 280x280 pixels.

To renew your membership, click "Renew My Membership" on the left hand of the page above the **Logout** button.

Add Photo/Logo

Prefix:	Dr. ▾
First Name:*	Angela
Middle Name:	
Last Name:*	Agrios
Suffix:	ND
Title:	

The contact information on this page will be kept private and is only used by the CNDA. However, the “Online Directory Description” (red arrows) WILL appear in the search engine. Anything included in this description is keyword searchable, meaning this is a good place to include specific treatment modalities used, languages spoken, and other distinguishing characteristics of your practice. Again, we strongly encourage all of members to utilize this aspect of their profile. It can be up to 1000 characters (including spaces) long.

[Home](#) > [My Profile](#)

My Personal Information

Personal Profile Information

Email (1):*	<input type="text"/>
Email (2):	<input type="text"/>
Directory Preference:	<input type="radio"/> Opt-Out <input checked="" type="radio"/> Email (1) <input type="radio"/> Email (2)
E-mail Notifications:	<input type="radio"/> Opt-Out <input checked="" type="radio"/> Email (1) <input type="radio"/> Email (2)
Phone:	<input type="text"/>
Ext:	<input type="text"/>
Mobile:	<input type="text"/>
Fax:	<input type="text"/>
Online Directory Description:	<div style="border: 1px solid #add8e6; padding: 5px; min-height: 80px;">We speak both english and spanish. Treatment modalities include chelation therapy and homeopathy.</div> <p><small>This information will be displayed in the Member Directory when an enhanced listing is purchased.</small></p>

Please also be sure to fill out the “Additional Information” section and make sure any information present is correct. Then, click “Save Changes>>” (green arrow).

Additional Information

ND Board Certification	<input type="checkbox"/> FABNO <input type="checkbox"/> DHANP
Year Graduated (YYYY) *	<input type="text" value="2000"/>
Medical School *	<input type="text" value="Bastyr WA"/>
Gender	<input type="text" value="Male"/>
ND License 1 State	<input type="text" value="CA"/>
ND License 1 No.	<input type="text" value="128"/>
ND License 2 State	<input type="text" value="-- None --"/>
ND License 2 No.	<input type="text"/>
<input type="button" value="Save Changes >>"/>	



Next, navigate to the “My Practice Information” page. This is where you can fill out the contact information for your practice(s). All of this information will be publicly available in the CNDA Find a Doctor search.

There is a box labeled “Comp Desc” that says it will appear in the online directory search. **DO NOT fill this section out (red arrow)! Your description is located on the “My Personal Information” page.**

Be sure to click “Save Changes>>” after making any edits (blue arrow).

If you have a second location, click “Add location >>” at the bottom of the page (green arrow).

Welcome Angela!
Your Membership Expires:
1/31/2014

MEMBER PAGES

- My Personal Information
- My Practice Information**
- Areas of Emphasis
- My Transactions
- Discussion Forum
- Renew My Membership
- My Credit Card Information
- Members Only Pages
- Classifieds
- Find a Doctor Directory

Logout

Zip/Postal Code:*	<input type="text" value="91104"/>
Country:	<input type="text" value="United States"/>
Email:*	<input type="text" value="example@example.com"/>
Web Address:	<input type="text" value="www.example.com"/>
Phone:	<input type="text" value="555-555-5555"/>
Ext:	<input type="text"/>
Mobile:	<input type="text"/>
Fax:	<input type="text"/>
Company Desc:	<div style="border: 1px solid #ccc; height: 40px; width: 100%; position: relative;"><div style="position: absolute; top: -20px; left: -20px; right: -20px; bottom: -20px; border: 2px solid red; transform: rotate(45deg);"></div><div style="position: absolute; top: -20px; left: -20px; right: -20px; bottom: -20px; border: 2px solid red; transform: rotate(-45deg);"></div></div> <p><small>This information will be displayed in the Member Directory when an enhanced listing is purchased. 500 characters remaining for the description</small></p>

Additional Location Information

* Required Information

If your organization has more than one location, press the "Add Location" button to add additional organization information into the system. Once a location has been added, you can use the edit and delete links to modify the location information in the system.

Next, you'll want to click on the "Areas of Emphasis" tab in the Member Pages list. This is where you can choose your practice's Areas of Emphasis so patients can search for you based on items in this list. If you need to choose more than 5 options, you will need to email Lauren at coordinator@calnd.org with the category options you'd like selected, and she will do this for you.

Welcome Angela!

Your Membership Expires:

1/31/2014

MEMBER PAGES

My Personal Information

My Practice Information

Areas of Emphasis

My Transactions

Discussion Forum

Renew My Membership

My Credit Card Information

Members Only Pages

Classifieds

Find a Doctor Directory

Logout

Directory Categories

Select directory categories from the list below. Currently, **5** categories are included with your membership type. Additional categories may be available for an additional fee.

Directory Categories:

- Adrenal Fatigue/Endocrinology
- Arthritis/Rheumatology
- Asthma/Allergies
- Autism
- Autoimmune Disorders
- Cancer
- Chronic Fatigue/Fibromyalgia
- Depression/Anxiety
- Dermatology
- Diabetes
- Environmental Toxicity
- Gastrointestinal
- General Practice
- Geriatrics
- Heart Disease
- HIV/AIDS
- Infertility
- Lyme Disease
- Men's Health
- Midwifery

To select more than one directory option, please hold the "contrl (ctrl)" key while clicking the appropriate options.

Also be sure all of the boxes under "Directory Display Options" are checked - these are the fields that will show up in our Find a Doctor search. If you don't want something to show up (like your address, for instance), uncheck the "Address" box (red arrow).

Directory Display Options

Determine which fields should display in the listing. Checked boxes will make the field visible.

Organization and Primary Information:

- | | | | | | | | |
|-------------------------------------|-------|-------------------------------------|-------------|-------------------------------------|-------|-------------------------------------|---------|
| <input checked="" type="checkbox"/> | Name | <input checked="" type="checkbox"/> | Description | <input checked="" type="checkbox"/> | Title | <input checked="" type="checkbox"/> | Address |
| <input checked="" type="checkbox"/> | Phone | <input checked="" type="checkbox"/> | Fax | <input checked="" type="checkbox"/> | Email | <input checked="" type="checkbox"/> | Website |



That's it! You've updated your profile. You are free to update this information whenever you would like. After you're finished, browse around the other pages of your member area to become more familiar with the site. The newly created member forum is a great opportunity to connect with fellow NDs, ask questions and discuss everything from scope of practice to various treatment options.