



## Log-In Instructions: New Users

Below are detailed instructions with screenshots provided to help you log-in to ASC's online registration system for both members and non-members. If after following these instructions you still have problems logging in, please contact Monica Greenfield ([mgreenfield@statecommissions.org](mailto:mgreenfield@statecommissions.org)) for assistance with setting up your account.

### Log-in Instructions for Non-Members:

1) Go to the specific ASC event registration or form link provided to you. Enter your email under "New Users" to register as a new user. Follow the prompts to create your new account.

The screenshot shows the America's Service Commissions website. At the top left is the logo. At the top right is a 'Member Login' button and a search bar. Below the logo is a navigation menu with links: Home, About Us, State Service Commissions, Events & Trainings, Public Policy, Membership, and Initiatives. The main content area is divided into two columns. The left column has a 'Login' section with fields for 'Username' and 'Password', and a 'Login' button. Below this is a 'New Users' section with an email field and a 'Register' button. A large red arrow points to the 'New Users' section. The right column has a 'Subscribe to our Newsletter' button, 'Our Tweets' section with a tweet from @statecommiss..., and an 'Upcoming Events' section listing 'Leadership Convening & Hill Day' on Tue Feb 13, 2018.

**AMERICA'S  
SERVICE  
COMMISSIONS**

Member Login Search our site...

Home About Us State Service Commissions Events & Trainings Public Policy Membership Initiatives

**Login**

**Existing Users**

If you already have an account, sign in here.

Username

Password

[Forgot Password](#)  
[Forgot Username](#)

Login

**New Users**

If you are a new user (do not already have a profile with ASC) enter your email address below to login.

Email

By providing your email address, you agree to receive emails from Americas Service Commissions.

Register

**Subscribe to our Newsletter**

**Our Tweets**

Tweets by @statecommiss...

**ASC** @statecommiss...  
Thank you @VQStrategies for an eye-opening webinar today on Gaining Funder Support for #Volunteer Engagement! Excited to bring tools and strategies for approaching funders of volunteer programs to the #StateService community.

Embed View on Twitter

**Upcoming Events**

Tue Feb 13, 2018  
[Leadership Convening & Hill Day](#)  
Category: Events

If it turns out you are an existing ASC member, the system will recognize your e-mail address and notify you when you enter it. Instead, click on “Forgot Password” as prompted:

### New Users

If you are a new user (do not already have a profile with ASC) enter your email address below to login.

The email address that you have entered is already in use. Have you forgotten your password?

Once you have logged into the system, you can view your profile and register for ASC events.

**Important:** Make sure to save your user name and password on your internet browser to stay logged in and write it down for your records and future use.

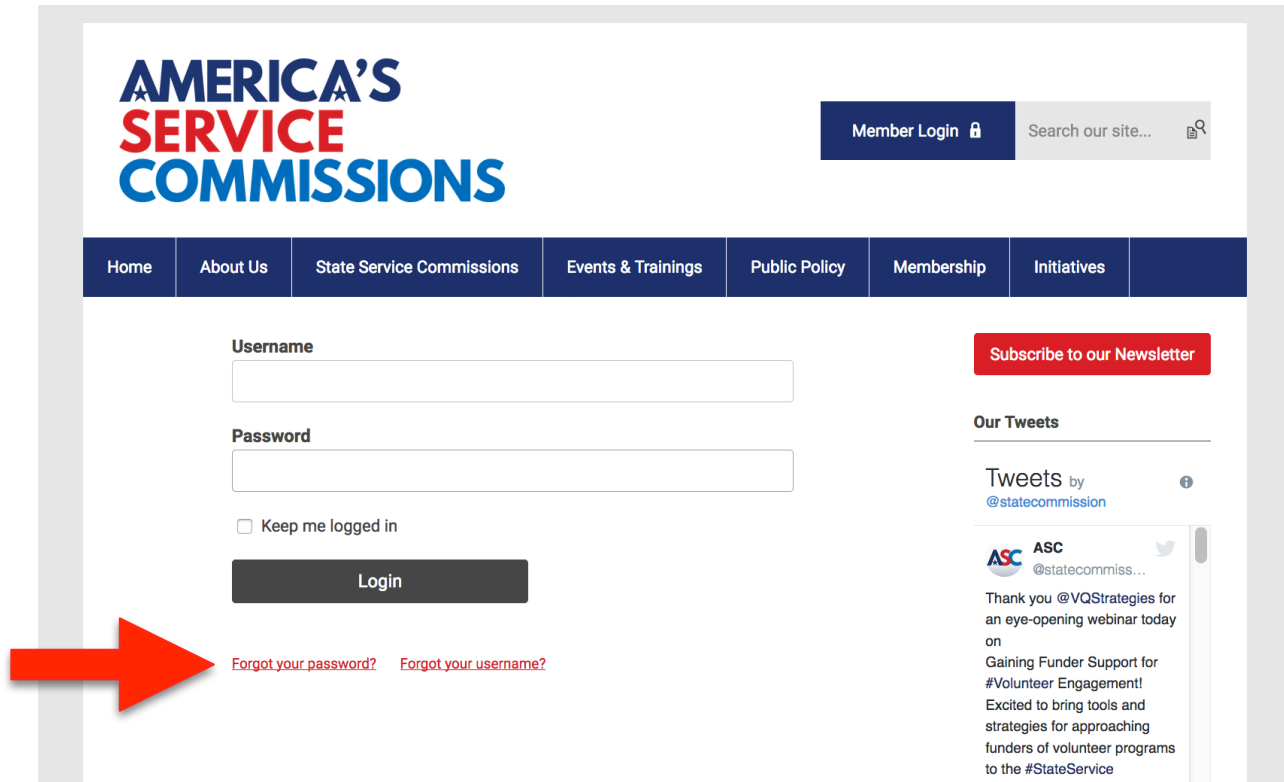
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### Log-in Instructions for ASC Members:

If you are already member of ASC but are logging in for the first time, go to ASC's new website. At the top right, click on “**Member Login**”:





On the next screen, click on **"Forgot Password"** to create a new password for yourself:



The screenshot shows the login page for America's Service Commissions. The header includes the logo, a 'Member Login' button, and a search bar. A navigation menu contains links for Home, About Us, State Service Commissions, Events & Trainings, Public Policy, Membership, and Initiatives. The login form has fields for Username and Password, a 'Keep me logged in' checkbox, and a 'Login' button. A red arrow points to the 'Forgot your password?' link. To the right, there is a 'Subscribe to our Newsletter' button and a 'Our Tweets' section featuring a tweet from @statecommission.

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Member Login  Search our site... 

Home About Us State Service Commissions Events & Trainings Public Policy Membership Initiatives

Username

Password

☐ Keep me logged in

Login

[Forgot your password?](#) [Forgot your username?](#)

Subscribe to our Newsletter

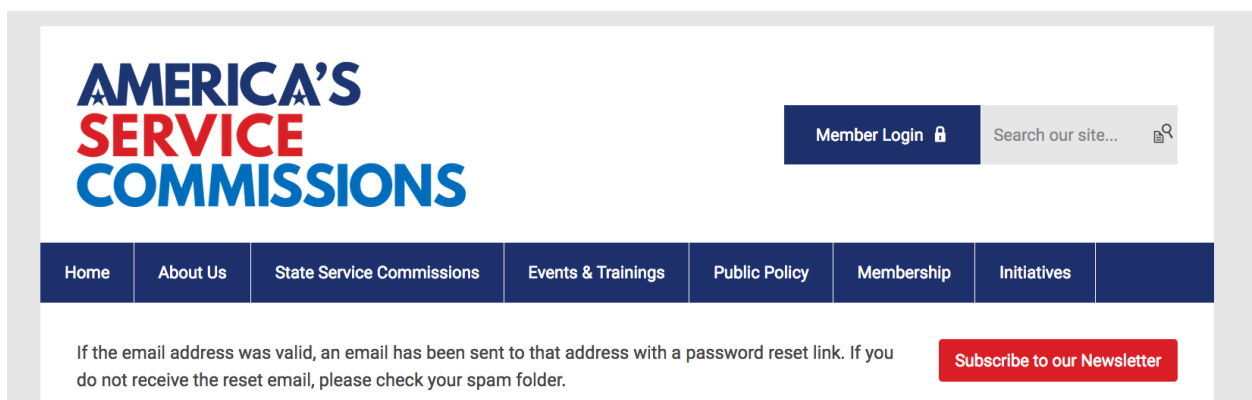
Our Tweets

Tweets by [@statecommission](#)

**ASC** [@statecommiss...](#)



Thank you @VQStrategies for an eye-opening webinar today on Gaining Funder Support for #Volunteer Engagement! Excited to bring tools and strategies for approaching funders of volunteer programs to the #StateService

Enter your work email address as prompted:



The screenshot shows the password reset page. The header and navigation menu are identical to the login page. Below the navigation menu, there is a message stating that a password reset link has been sent to the user's email address. A 'Subscribe to our Newsletter' button is located on the right side of the page.

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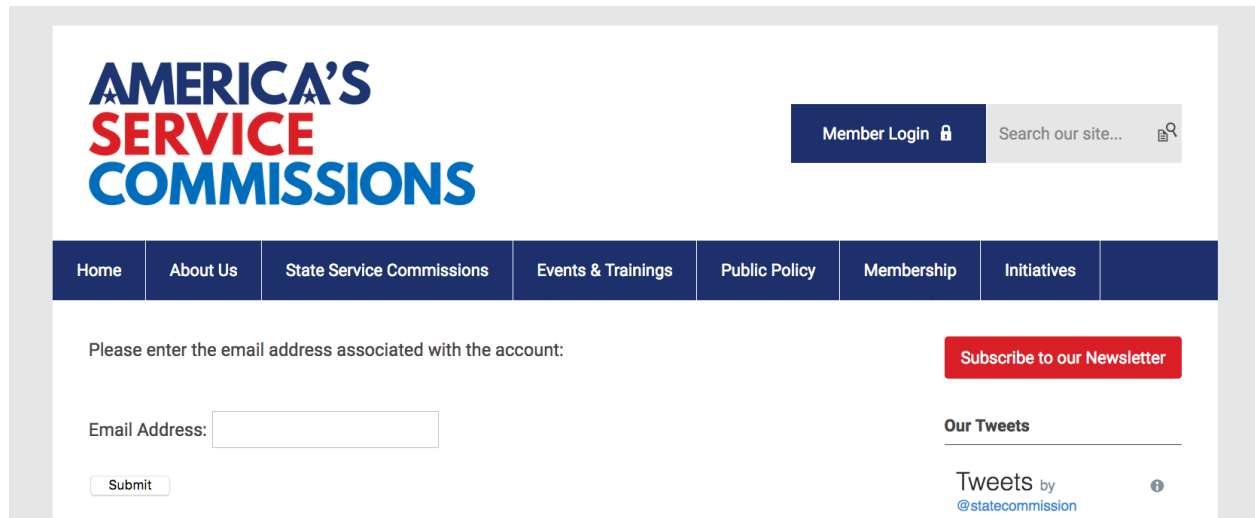
Member Login  Search our site... 

Home About Us State Service Commissions Events & Trainings Public Policy Membership Initiatives

If the email address was valid, an email has been sent to that address with a password reset link. If you do not receive the reset email, please check your spam folder.

Subscribe to our Newsletter

You should then see the following confirmation page:



The screenshot shows the America's Service Commissions website. The header features the logo on the left, a 'Member Login' button with a lock icon, and a search bar on the right. A dark blue navigation bar contains links to Home, About Us, State Service Commissions, Events & Trainings, Public Policy, Membership, and Initiatives. The main content area prompts the user to enter their email address with the text 'Please enter the email address associated with the account:'. Below this is an 'Email Address:' label, a text input field, and a 'Submit' button. To the right, there is a red 'Subscribe to our Newsletter' button and a section titled 'Our Tweets' showing a tweet from @statecommission.

Check your email for the password reset link to create a new password for yourself in the system.

Once you have logged into the system, you can view your profile and make updates, view the ASC member directory, and register for ASC-related events coming up.

***Important:*** Make sure to save your user name and password on your internet browser to stay logged in and write it down somewhere you will remember it just in case!

If after following these instructions you still have problems logging in, please contact Monica Greenfield ([mgreenfield@statecommissions.org](mailto:mgreenfield@statecommissions.org)) for assistance with setting up your account.