

New ATAA website

One of the features of the new ATAA website is that members will now have personalised user names and passwords. The previous website password will no longer work.

The new website is an initial implementation that will continue to improve and expand. Our aim is to build a large resource for traders and investors.

How to renew your membership

If you would like to renew your membership, you can do so by logging in to the new website, which will enable you to complete the renewal process online. After the renewal process is complete you will have full access to all of the website features.

User name and password

The previous username and password will no longer work. To log in to the new ATAA website you will need to use your personal **User Name** and **Password**.

Your User Name

Your User Name is made up of:

- the first letter of your first name and the first letter of your last name, and
- the ATAA membership number from your membership card (name badge).

Example: The website User Name for Phillip Smith (member #9895) would be PS9895.

If you do not recall your membership number and you have mislaid your membership card, please email a request with you full name and address to info@ataa.com.au.

To get your password

Before being able to log-in to the website, you will need to get a password. To get your password, please follow the steps below.

IMPORTANT: The password for the old website will no longer work.

Step	Action
1	Go to the ATAA site: http://www.ataa.com.au
2	Click the Lost Password link located below the blue Login button.
3	Enter your User Name (described above) and your email address and click the Send Password button. Result: You will receive an email containing an interim password. <u>Hotmail Accounts:</u> Please note there is a problem with Hotmail accounts. If you have a Hotmail email address, your password email will appear in your Hotmail Junk folder.
4	You can now login to the members section of the new website using your User Name and the interim password.

5	Change the interim password to a password of your choice.
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How to change your password

After you have logged in to the members section, you can change your password by following the steps below.

Step	Action
1	Place your mouse on the Membership menu option in the Members area. Result: A series of options will appear to the right of the main menu.
2	Click the Edit your details option.
3	Your personal details will be displayed including address, email etc. The password fields appear in the lower section, just above email address.
4	Type your preferred password and then retype it again in the field below to confirm.
5	Click the Save icon in the top right hand corner. Result: You have now successfully changed your password and are ready to explore the new website.

If you have any problems, please follow the above instructions carefully again. If you are still not able to log in, please send an email with details of the problem to webmaster@ataa.com.au

Kind regards

Anna Vozzo
ATAA Administration Secretary