# **Tigers Website User Registration**

### Registering

Registering to Tigers website will allow you to add comments to posts, select which news posts are related to you and add an avatar.

**Please Note:** Your registration has to be approved by the committee before you can log on to the website. <u>All</u> comments will also require approval before they are added to the post.

To register go to <u>http://www.tigers.asn.au/wp-login.php?action=register</u> and fill out your details.

Tigers Hockey Club
After you register, your request will be sent to the site administrator for approval. You will then receive an email with further instructions.
Username
johnstog
E-mail
johno@gmail.com
First Name
Graham
Last Name
Johnston
By registering with this blog you are also agreeing to receive email notifications for new posts but you can unsubscribe at anytime.
Verify your real existence, Drag to bring the piggy his cigar.
E 🕷 🚺 🖊 📩
Reset
Powered by Sweet Captons
Register

Click on the "Register" button and an email notification will be sent to the Web Administrator for approval.

#### **The Next Step**

An email will be sent back to you with your login password once you have been approved. Follow the email instructions and log on to update your Profile and subscription categories (next page).

### Logging on from the approval email for the first time

This URL will be on the email. <u>http://www.tigers.asn.au/wp-login.php</u> Use it to open the website.

Log on using the Username and password on the email.

Tigers Hockey Club
Welcome to Newcastle Tigers Hockey Club. This site is accessible to approved users only. To be approved, you must first register.
Username
johnstog
Password
•••••
🕅 Remember Me Log In
Register   Lost your password?
← Back to Newcastle Tigers Hockey Club

Update you profile details if required. You can also choose which name you want everyone to see.

, 🐣 Profile		
Update Name		
Username	johnstog	 Usernames cannot be changed.
First Name	Graham	
Last Name	Johnston	
Nickname (required)	johnstog	
Display name publicly as	johnstog 💌	
Contact Info		
E-mail (required)	grahaman@gmail.com	

### **Changing your Password**

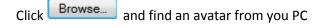
Add a new password that you can remember. A strength indicator will show how strong the password is.

New Password	•••••	If you would like to change the password type a new one. Otherwise leave this blank. Type your new password again.	
	Stro	ong	Hint: The password should be at least seven characters long. To m
Select Update Profile to sa	ave your passv	word.	

Note: If you forget your password there is a password recovery link on the login pad.

#### **Adding an Avatar**

Scroll to the bottom of the profile page to find the Avatar section.



C:\Users\Graham\Picture Browse...

No local avatar is set. Use the upload field to add a local avatar.

Update Profile

to save your Avatar. Your Avatar will appear next to your Username.

Once updated you avatar will appear next you name what it appears on the website.

Example.

Select

### Welcome Johnstog

Dashboard Profile Logout

### **Updating News Post Categories**

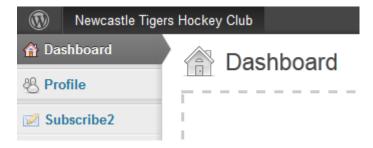
Categories are used by the person creating to post to point the news to the correct group of people. The categories on the Tigers Website are below.

Categories				
All Categories	Most Used			
<ul> <li>Tigers Club News</li> <li>Tigers Events</li> <li>Tigers Junior Boys News</li> <li>Tigers Junior Girls News</li> <li>Tigers Men News</li> <li>Tigers Photos</li> <li>Tigers Women News</li> </ul>				
Uncategorized				

As a Registered User "Tigers Club News" is mandatory but all the others can be selected or unselected depending on what is related to you.

#### **Selecting/Unselecting Categories**

On the left side select "Subscribe2"



Under the "Subscribed Categories" select/unselect as required.

### Subscribed Categories

- Select / Unselect All
- Tigers Events
- Tigers Junior Boys News
- Tigers Junior Girls News
- 📝 Tigers Men News

Tigers Club News
 Tigers Photos
 Tigers Women News
 Uncategorized

EXAMPLE: From the above settings if a new post is assigned the "Tigers Women News" category this users wouldn't receive an email notification.

Select Update Preferences » to save your settings.

## Going back to the Website from the Dashboard

Hover over

Newcastle Tigers Hockey Club at the top left of the page and click on "Visit Site"