

How to Join a Manila Site

1. Go to my site at <http://www.waukeganschools.org/>_____/

2. In the *Members* box, click *Join*.



3. Complete the required fields on the *Member Signup Form*.

Member Signup Form

Required fields are marked with *

Required info:	
* Email address:	<input type="text" value="pschwisow@waukeganschools.org"/>
* Name:	<input type="text" value="Patrick Schwisow"/>
* Password:	<input type="password" value="*****"/>
* Repeat:	<input type="password" value="*****"/>

4. Click *Submit* at the bottom of the page.

5. Go to your e-mail account and find the e-mail with the subject "*Please confirm your membership*".

6. Go to the URL in the e-mail to confirm your membership. Manila will send you e-mail with the subject "*Welcome!*" It includes your password and information about logging in.

7. In the *Members* box, click *Login*.

8. Type your e-mail address and password and click the *Login* button.

<p>Login</p> <p>Enter your email address and password to login to this site.</p> <p>Forget your password? Enter your email address and leave the password will be sent via email.</p> <p>Not a member? You can Join Now.</p> <p>Email address: <input type="text"/></p> <p>Password: <input type="password"/></p> <p><input type="button" value="Login"/></p>	<p>Use your complete e-mail address. For example: <code>pschwisow@waukeganschools.org</code>.</p> <p>If you forget your password, Manila will send it to you via e-mail. Enter your e-mail address without any password and click the <i>Login</i> button.</p>
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You are now logged in. You can view any pages that are marked "Members Only" and post to the Discussion Group. Before you leave the site, you ***MUST*** Sign Out.

1. Click *Sign Out* in the *Members* box.



2. Click the *Sign Out* button on the confirmation page.

Are you sure you want to Sign Out?

If you click on the Sign Out button, the server will send back an empty cookie to the machine you're using.

You can use a machine at an Internet cafe, or at home, to access this site, and then Sign Out, without enabling anyone using the machine to access your account.