

# Creating an Account on the NZCDS Website to access membership resources:

**Step 1: Click on the Log In Option on the home screen**



**Step 2: Click on the 'Sign Up' Option**

Log In

New to this site? [Sign Up](#)

Email

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Password

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[Forgot password?](#)

Log In

**Step 3 : Enter your email and a password**

Sign Up

Already a member? [Log In](#)

Email

myemail@gmail.com

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Password

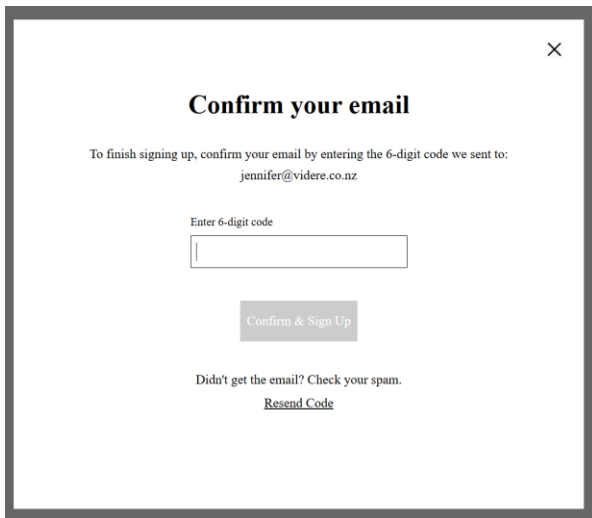
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Sign Up

Sign up to this site with a public profile. [Read more](#)

**4. Confirm your email – get the 6 digit code that was sent to your email**



**SUCCESS – YOU NOW HAVE AN ACCOUNT.**

**5. Click on Hello xxxx and select 'Profile'**



**6. Select 'Edit Profile' and update your first and last name to that of which you have used for the NZCDS Membership. Update and include your NZCDS membership details.**

Personal info  
Update your personal information.

First name	Last name
<input type="text"/>	<input type="text"/>
Phone	NZCDS Membership Number
<input type="text"/>	<input type="text"/>
Primary Club	NZCDS Delegate Area
<input type="text"/>	<input type="text"/>

**7. Once the NZCDS webmaster receives notification that you have completed this step, your account will be activated and you will have access to the resource sections.**