

Ettrick and Yarrow Community Development Company

Website Instructions

How to create an account

1. Open up a web browser (eg Google Chrome, Safari, Internet Explorer) on your computer
2. In the Address Bar at the top, navigate to this web page :-

<http://www.ettrickandyarrow.org.uk/user/register>

(It is basically the main website with /user/register on the end)

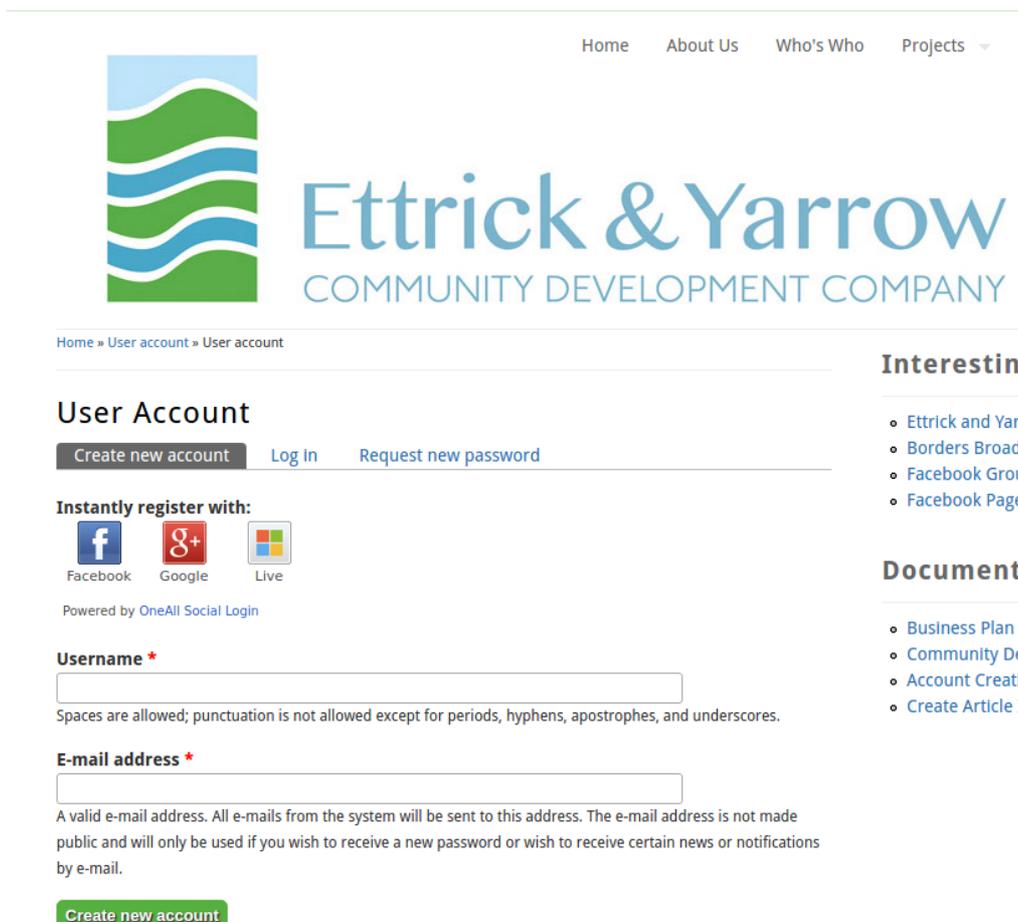
There are 2 ways to create an account.

The easiest method is available if you have a Facebook, Google or Live (Microsoft/Outlook/Hotmail) account. You can create an account on the Ettrick and Yarrow CDC website by using your Facebook/Google/Live account.

This is secure and does NOT share your Facebook/Google/Live credentials with Ettrick and Yarrow CDC.

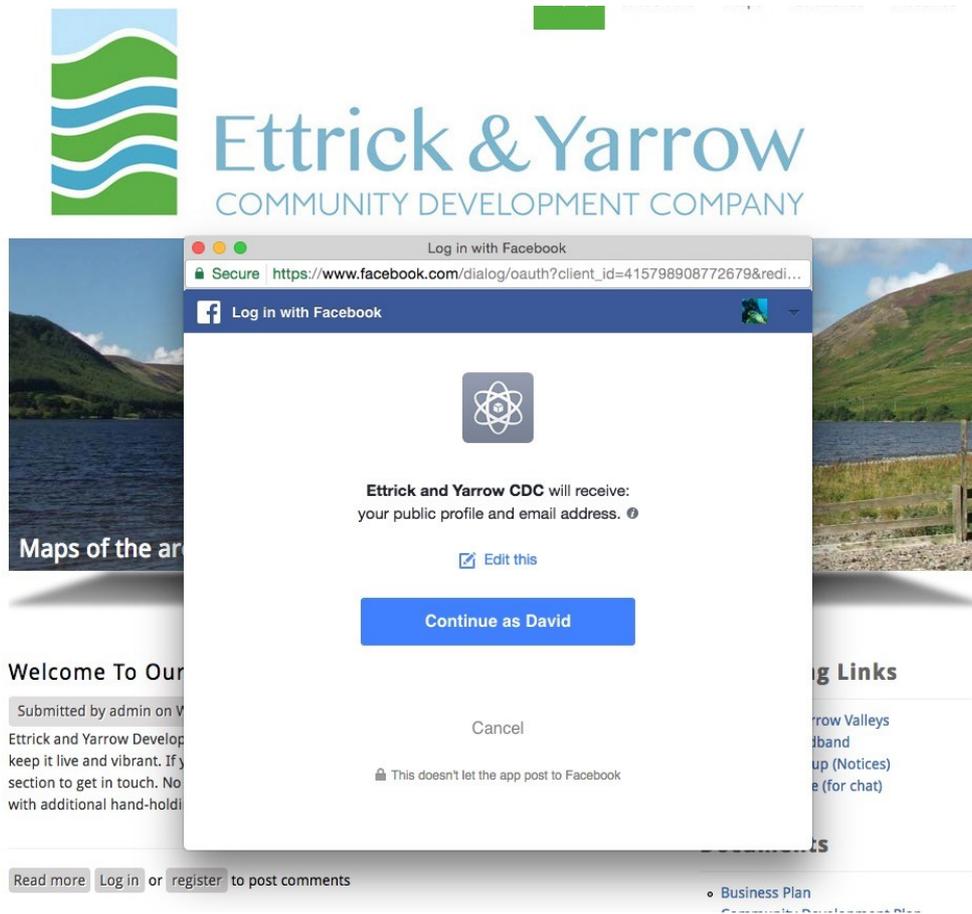
The benefit of using this method is you don't have to remember a new username and password, you just logon to the Ettrick and Yarrow website with your Facebook/Google/Live account.

The other option "Create new account" does not link to any other organisation, but does require you to remember a username & password for the Ettrick and Yarrow website.

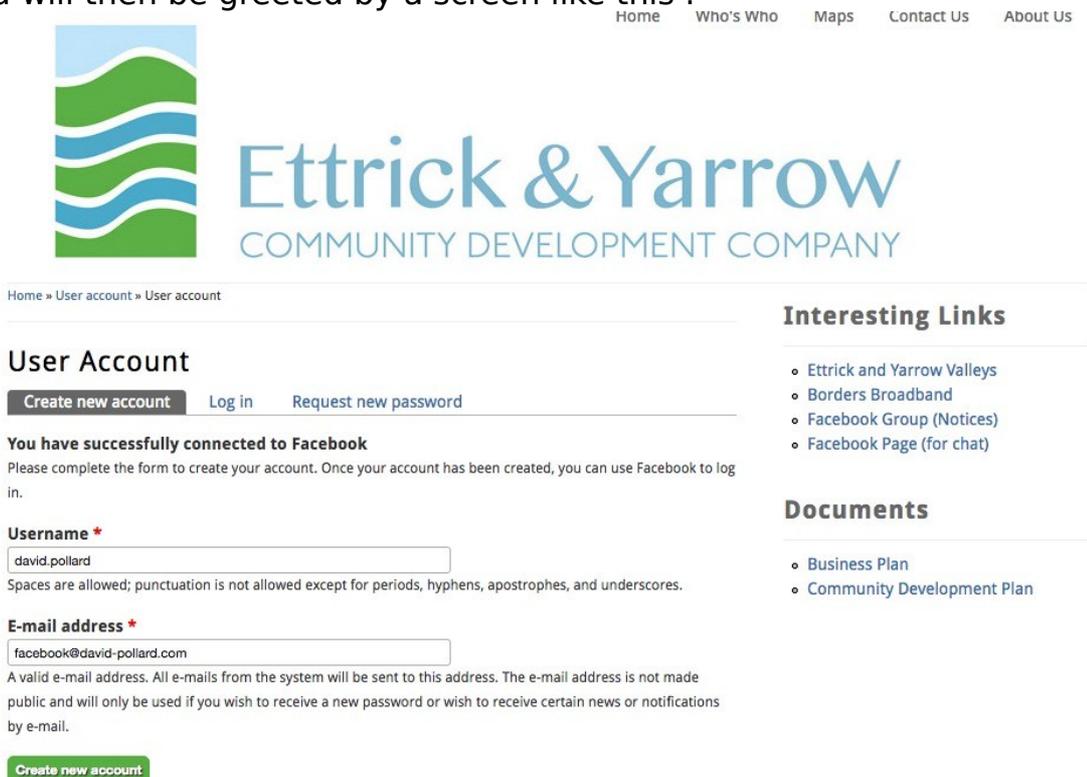


The screenshot shows the website's navigation menu at the top with links for Home, About Us, Who's Who, and Projects. The main header features the company logo, which consists of stylized green and blue waves, and the text "Ettrick & Yarrow COMMUNITY DEVELOPMENT COMPANY". Below the header, the breadcrumb trail reads "Home » User account » User account". The main content area is titled "User Account" and includes three buttons: "Create new account" (highlighted in green), "Log In", and "Request new password". Underneath, there is a section for "Instantly register with:" featuring icons for Facebook, Google+, and Live. Below this, it states "Powered by OneAll Social Login". The registration form includes a "Username *" field with a note: "Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores." and an "E-mail address *" field with a note: "A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail." At the bottom of the form is a green "Create new account" button.

If you've chosen to use the Facebook/Google/Live (Microsoft/Outlook/Hotmail) route, the screen will look like this :-



The bit in the middle differs slightly depending on whether you chose Google, Facebook or Live (Microsoft/Outlook/Hotmail). But, either way, you will need to click to say you're happy to authenticate this way. In the example above, I would click "Continue as David". You will then be greeted by a screen like this :-



The website is basically asking what you want your username and email address to be on the Ettrick and Yarrow CDC website.

Correct them if you don't want to use the defaults, and click on "Create New Account" and then you will see a message like this :-

 Thank you for applying for an account. Your account is currently pending approval by the site administrator. In the meantime, a welcome message with further instructions has been sent to your e-mail address.

There is nothing more you can do now until an administrator on the website approves your account.

When he/she has done this, you will receive an email.

When you receive an email saying your account has been approved, you can then log on to the website.

If you chose the separate “Create New Account” option, you will see a screen like this :-

User Account

Create new account

Log in

Request new password

Instantly register with:



Facebook



Google



Live

Powered by [OneAll Social Login](#)

Username *

Trevor MacDonald

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

E-mail address *

trevoremacdonald@gmail.com

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Create new account

Pick a username. We would prefer that you use your First and Last Name with a space between as seen in the example above.

Click on “Create new account” and that’s it.

You will receive a message advising that you have applied for an account and your account is currently pending approval.

When you receive an email saying your account has been approved, you can then log on to the website.