



Environment
Institute of
Australia and
New Zealand

EIANZ Website Guide

Accessing the Member Only Pages

The EIANZ website contains Member Only Pages that allow you to make various transactions relating to the updating of your membership details, renewal of your membership and registration for events at member rates. To use these pages you must be logged in to the website using your secure log in details.

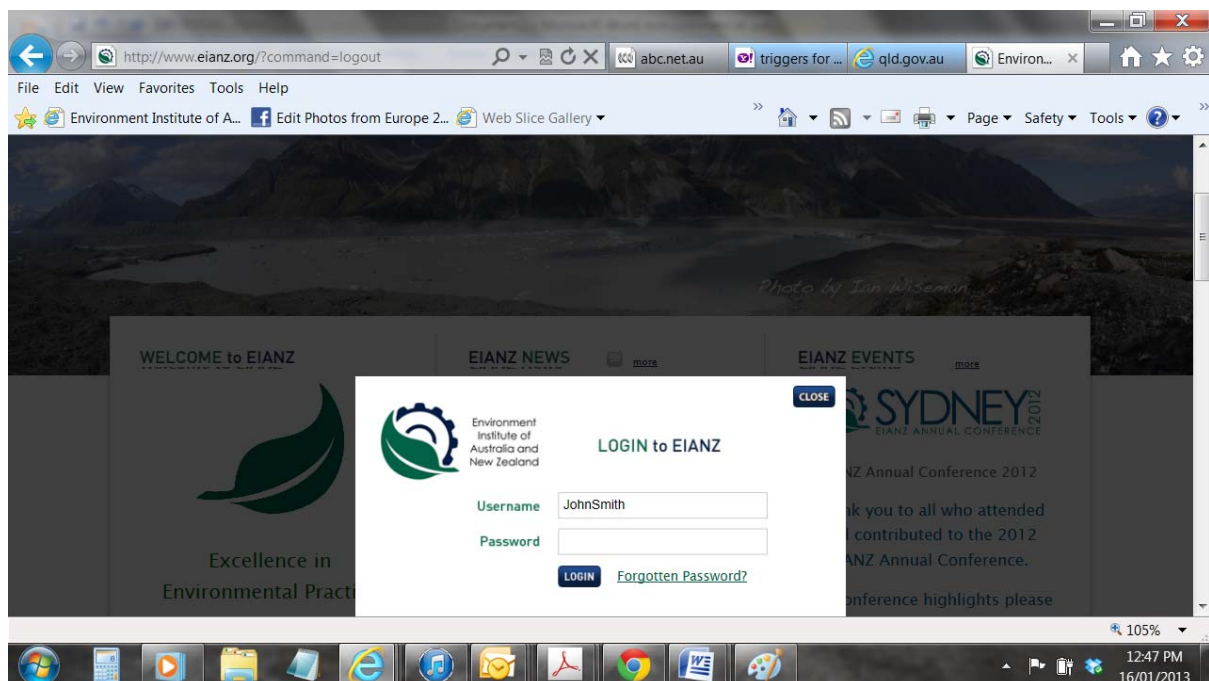
Here are some simple steps that will help you make the best use of this facility.

Visit the website at www.eianz.org and click on the login button in the top right hand corner of the screen.

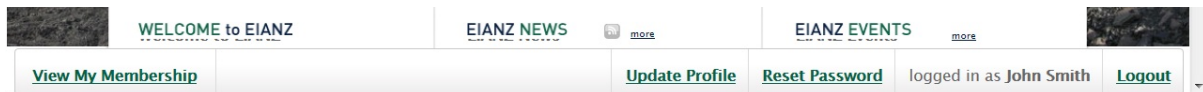


Type in your Username and Password. Username's are usually in the format FirstnameLastname. Remember that your username is case sensitive. If your username follows the standard convention then the first letter of your first and last names will be capitalised.

If it is the first time that you log on, or if you are unsure of your password, click on the "Forgotten my password" link underneath the password field. You will be directed to a link that allows you to set the password for accessing the member only pages. Remember that passwords are case sensitive.



You will know you are logged on if you see the logged in bar on the bottom of the screen.



From here, on the left of the bar, you can click on "View My Membership" to see the details of your membership and its current status. This section will allow you to renew your membership online if it is due within 60 days.

Move to the right and click on "Update Profile" to update your membership information. Move further to the right and click on "Reset Password" if you need to create a new password.

If you cannot see the logged in bar at the bottom of the screen once you have tried to log in, your login has not been successful. Try again after reviewing this guide and checking that you are using the correct user name and password.

Should you continue to have any difficulties with logging in, please contact the EIANZ office on +61 3 9654 7473, during business hours in Melbourne, for further assistance.