

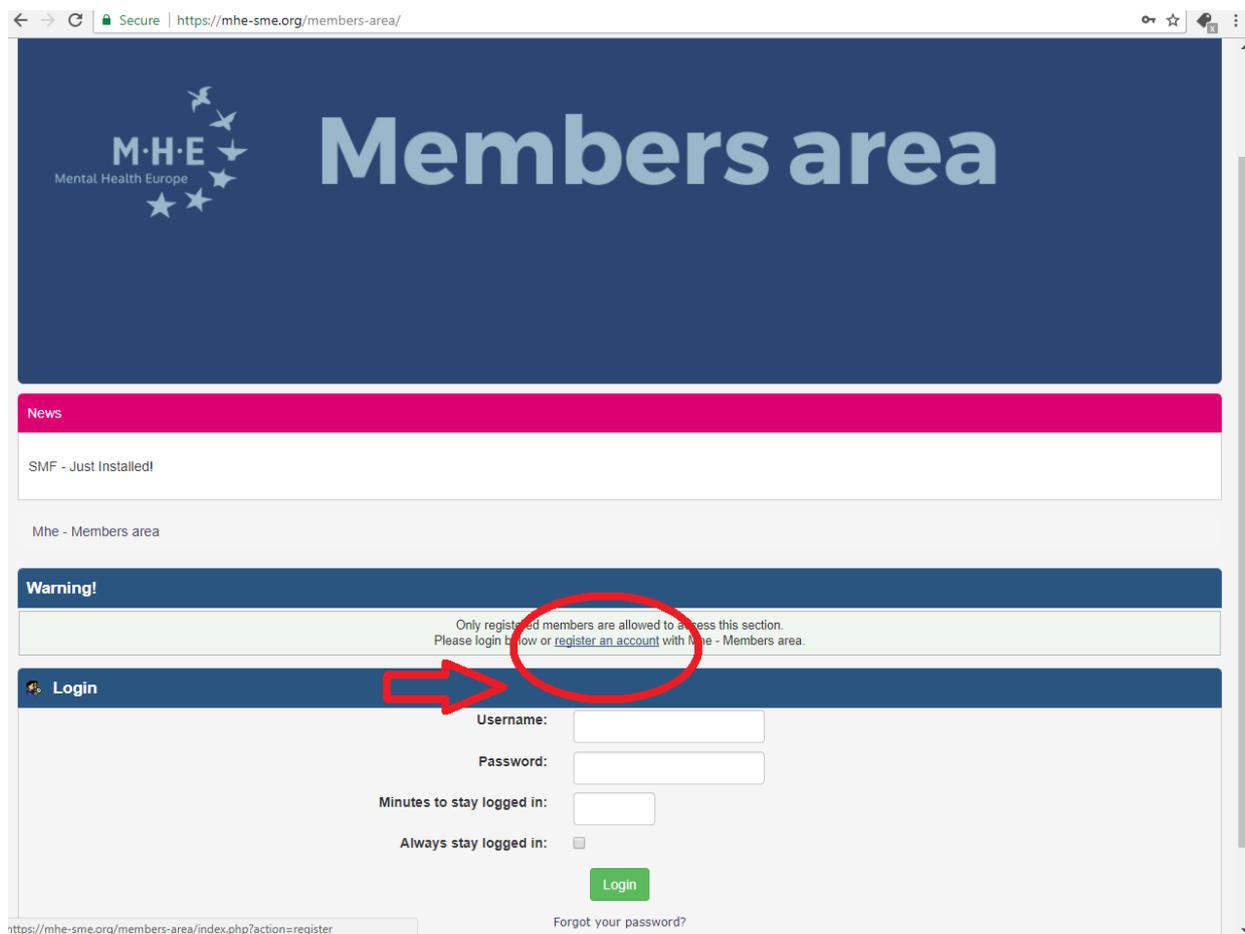


HOW TO CREATE AN ACCOUNT IN THE MEMBERS' AREA OF MHE'S NEW WEBSITE?

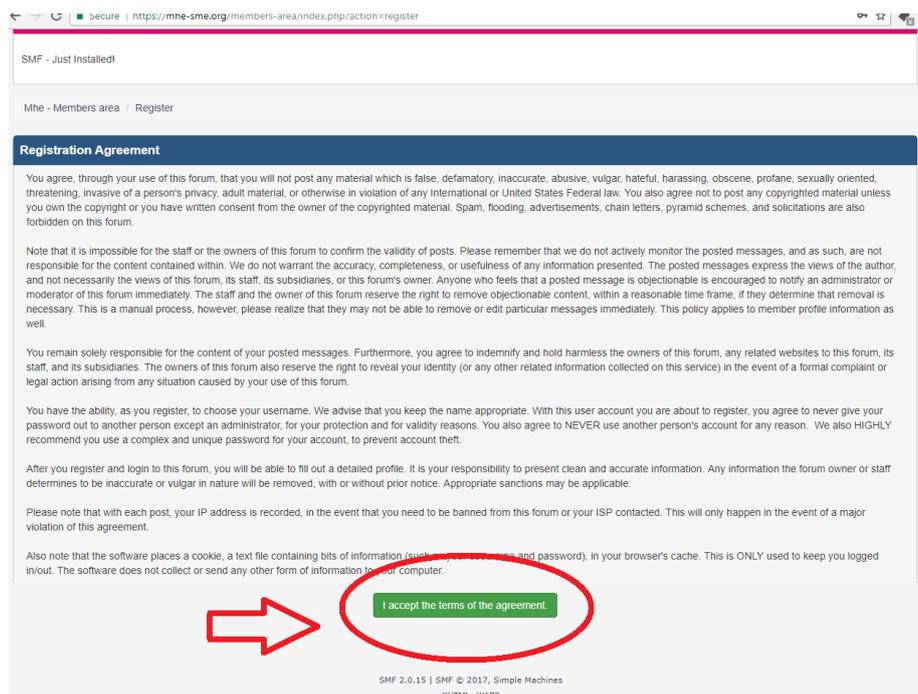
- **STEP 1:** At the top right of the website click on "LOG-IN" :

The screenshot shows the top navigation bar of the Mental Health Europe website. On the left, there are social media icons for Facebook, LinkedIn, and Twitter, followed by the text "FOLLOW US". On the right, there are three buttons: "BECOME A MEMBER", "LOG IN", and "DONATE". The "LOG IN" button is circled in red, and a red arrow points to it from the left. Below the navigation bar, there is a main menu with the following items: "WHO WE ARE", "WHAT WE DO", "OUR MEMBERS", "NEWSROOM", "LIBRARY", and "GET IN TOUCH". Below the menu is a large banner image of a meeting room with people seated around a table. The banner contains the text "Mental Health Europe" in large white letters, followed by "is the largest independent network organisation representing mental health users, professionals and service providers across Europe." Below the banner, there is a section titled "What we do" with the subtitle "Our areas of work". This section contains three circular icons: a network of nodes, a hand holding a heart, and a hand holding a fist. At the bottom of the page, there is a pink banner with the text "Support us by making a donation." and a "DONATE" button.

- **STEP 2 :** Once in the members' area, click on **“register an account”**



- **Step 3:** Accept the terms of agreement



- **Step 4: fill in the registration form**
- **TIP:** For your username, indicate your name, surname and organisation
example: opheliemartinMHESME
- You can allow (or not) other members to send you emails
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The screenshot shows a web browser window at the URL <https://mhe-sme.org/members-area/index.php?action=register>. The page has a dark blue header and a pink 'News' section with the text 'SMF - Just Installed!'. Below this is a breadcrumb trail: 'Mhe - Members area / Register'. The main content area is titled 'Registration Form' and is divided into sections by pink bars. The 'Required Information' section contains the following fields:

- Username:** opheliemartinMHESME ✓
- Email:** opheliemartin@gmail.com ✓
- Allow users to email me:**
- Choose password:** [masked] ✓
- Verify password:** [masked] ✓

The 'Verification' section features a CAPTCHA image with the letters 'HCEWYQ' and a text input field containing 'HCEWYQ'. A green 'Register' button is located at the bottom of the form.

- **Step 5: You have now registered, that was easy 😊**
- you should have received an email of confirmation
- you can now visit the member area and download material from events, administrative documents, information about reimbursements etc.
- you can also start forum discussions with fellow members!

Enjoy your visit!
The MHE Team