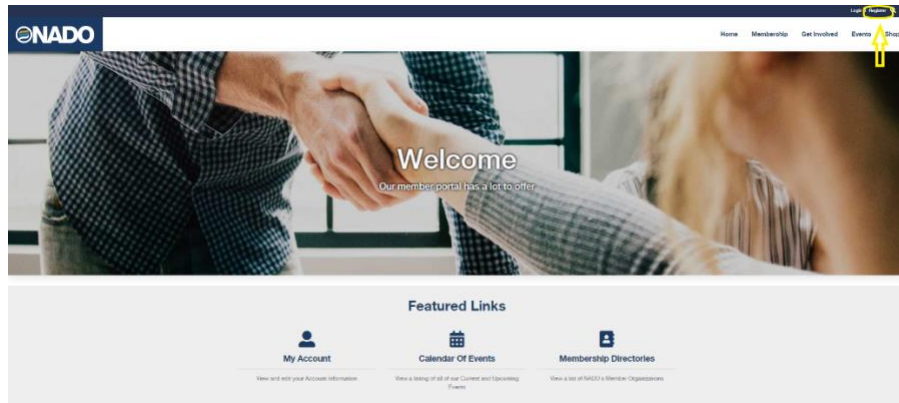


# New Users

- 1) Open your web browser and navigate to the website: [my.nado.org](http://my.nado.org)
- 2) Access the new user registration page: Look for the "Register" link located in the top right corner of the webpage and click on it.



- 3) Fill in your user account information. If you are affiliated with a NADO Member organization, you can start typing your organization's name in the 'To select an Organization...' field, as shown in the screenshot below, and begin typing your organization's name. As you type, the field should automatically populate with your organization's name. For non-members, there is a possibility that your organization is already listed in our database. In that case, type your organization's name in the appropriate section of the form for organization selection. If you are unable to find your organization, don't worry. You will have the option to manually add your organization after completing the registration process.

**Create New User**  
Never interacted with this site before? Please use this form to create your own user account and sign into the site.  
A strong password should have: length = 8, numeric characters = 1, upper case characters = 1, lower case characters = 1, symbol characters = 1.

First Name:  Last Name:   
Email:  Confirm Email:   
Create Password:  Confirm Password:   
Country:

To select an Organization, just start typing. When you have entered at least 3 characters, you will see a list of matching names you can select from. Click the "+" button to add a new record. Organization

+ Sign up to add 3 members to your Team

Before creating your account we need to verify that you are a real person. To confirm that you are really seeing this screen please type the characters you see in this image into the box below:  
00496  
If you can't read the characters click here to generate a new image

- 4) After completing the required fields, click on the 'Create New Account and Sign In' button. Please note that you might encounter an error message indicating that you already have an existing account. This can happen if your contact information has been previously added to the NADO database. If you receive this error message, email [kdeleon@nado.org](mailto:kdeleon@nado.org). We will assist you in creating a login linked to your existing contact record in the NADO database.