## Creating Your My LeadingAge Account

Follow this step-by-step guide to create your *My LeadingAge* account and maximize your LeadingAge membership today!

my LeadingAge

## Why should you create a *My LeadingAge* account?

- Gain access to member-only content on <u>www.LeadingAge.org</u>.
- Register for conferences and online opportunities in the Learning Hub.
- Keep your contact information current.
- Connect with your peers in the online *My LeadingAge Member Community*.

#### Creating Your My LeadingAge Account

## Visit Community.LeadingAge.org and click Create.



login	sign up	reset password	staff login	
Log in to	an existing acco	ount		
-	-	g your My.LeadingAge a	ccount.	
Email Address:				
Password				
LOGIN	Forgot Your I	Password?		
Create a r	new account			
If you don't have a My.LeadingAge account, you'll need to create one before you can log in. Please use your company email				
address.	_			
CREATE				
	_			
Need help? You may find the answer in our Frequently Asked Questions or you can contact us here.				
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## Share your name and work email address.

My	LeadingAge <sup>®</sup>

login	sign up	reset password	staff login		
Create an A	ccount				
All LeadingAge online services are moving to a new system. If you have a login to LeadingAge already, we'll need to take a moment to upgrade you to the new system. If you've never logged into LeadingAge before, we'll help you create an account. To begin, please give us your current professional/work email, or the email address you usually use to log into LeadingAge:					
First Name:		*			
Last Name:		*			
Current Wo	rk Email:	*			
Confirm Cu	rrent Work En	nail: *			
If you've recently changed employers or email addresses, please also give us your old email address, we might find your details that way too.					
Previous W	ork Email				
NEXT					

#### Creating Your My LeadingAge Account



### Create a password.

My LeadingAge

login	sign up	reset password	staff login		
Create an A	Create an Account				
Looks like we	Looks like we haven't met before. Hello Clem, let's get you set up.				
Password:	*				
Confirm Pas	sword: *				
BACK	NEXT				

#### Creating Your My LeadingAge Account



## Identify your relationship with LeadingAge.

	login sign up reset password staff login		
	Create an Account		
	Please choose the option that best describes your relationship to LeadingAge: *		
	I'm employed at an Aging Services Provider or Multi-site Organization		
	I'm employed at a Non-profit Organization (That's not an Aging Services Provider or MSO)		
	<ul> <li>I'm employed at an Exhibitor or For-profit Company</li> </ul>		
	I'm employed at a VNAA or ElevatingHOME Member Organization		
<ul> <li>I'm employed at an Attorney's office</li> </ul>			
<ul> <li>I'm a Resident at a LeadingAge Member</li> </ul>			
	○ I'm a Trustee at a LeadingAge Member		
	○ I'm a Board Member at a LeadingAge Member		
	• My situation doesn't fit any of the above		
	Company/Organization Name * LeadingAge		
	Company/Organization State * District of Columbia 📀		
	Member Status If you are, or the organization you work for is, a LeadingAge Member then please check this bo		

#### Creating Your My LeadingAge Account

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## Select your company/organization.

My Reading Age

login	sign up	reset password	staff login				
Create an A	Create an Account						
We found a f	We found a few Companies/Organizations that matched your search terms, is one of them yours? *						
	C LeadingAge [Address: 2519 Connecticut Ave NW, Washington, DC, 20008-1520]						
	001						
	LeadingAge DC [Address: 2519 Connecticut Ave, NW, Washington, DC, 20008]						
<ul> <li>I don't see my Company/Organization</li> </ul>							
BACK NEXT							

Tip: Select the last option if your company/organization is not listed. You will be able to continue the *My LeadingAge* account creation process.

#### Creating Your My LeadingAge Account



## Tell us about yourself.

Create an Account		
Title:	*	
Phone:	*	
Operational Level:	* (Pick One)	
Organizational Function/Expertise:	<ul> <li>Admin Support</li> <li>Adult Day</li> <li>Assisted Living</li> <li>Board/Trustee</li> <li>Customer Service</li> <li>Education/Training/Researce</li> <li>Finance/Billing/Accounting</li> <li>Home/Community Services</li> <li>Marketing/Sales</li> <li>Medical</li> <li>None</li> <li>Operations</li> <li>Pastoral Care</li> <li>PR/Communications</li> <li>Property Manager</li> <li>Quality Assurance</li> <li>Resident Care Manager</li> <li>Service Coordinator</li> <li>Staff Development</li> <li>Student</li> <li>Transportation</li> </ul>	Admissions         Architecture/Design         Attorney/Legal Services         Compliance         Dining         Facilities         Government Relations         Hospice         Housing         Information Technology         MDS Staff         Memory Care         Nursing         Other         Philanthropy         Programs         Purchasing         Records/Data         Risk         Social Work         Strategy         Technology         Wellness/Activities
BACK		

Tip: You can select more than one organizational function/expertise.

#### Creating Your My LeadingAge Account



# Review and confirm your information, and then click *Finish*.





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## Need Technical Support?

- Visit our FAQ page at <u>Community.LeadingAge.org/s/FAQ</u>.
- Contact us at <u>Community.LeadingAge.org/s/contactsupport</u>.

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