As a member of the Greater Albuquerque Innkeepers Association, you are also eligible to join the "members only" area of our new website, www.abqinnkeepers.com. There is no additional cost, but many additional benefits, including a member forum, access to membership directories, and more!

Step 1:

Go to , <u>abqinnkeepers.com/</u>, and select "Join ABQInnkeepers.com" from the menu on the left side of the page. This will take you to a password protected page:

Screenshot:

This content is password protected. To view it please enter your password below:



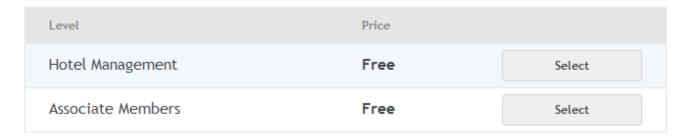
Enter password: abqinnkeepers127

Step 2:

After you enter the password, you will be presented with options to join the website; please select the website membership level to match your GAIA membership level.

Screenshot:

Join ABQInnkeepers.com



When you 'select' your membership level, the next screen (or a similar one for Hotel Management) will appear:

Screenshot:

Membership Checkout

E-mail Address

Confirm E-mail

Address

Membership Level	change
You have selected the Associate Members membership level.	
Vendors, Suppliers, and Community Partners who support the growth of the Greater Albuquerque lodging industry by Associate Membership in GAIA. The price for membership is \$0.00 now.	
Account Information	Already have an account? Log in here.
Username	*
Password	*
Confirm Password	*

Submit and Confirm »

Select a Username and password, provide your email address, and 'submit'. For security purposes, we suggest a unique password that you do not use on other sites, and a username that is relevant to your professional position.

Submit the info, and you should get an acknowledgment on screen immediately.

For your future reference, the information in the sample Membership Confirmation following is the actual contact information for Louis Bledsoe, webmaster for abqinnkeepers.com. Please contact him at the email shown regarding any issues or suggestions for the site, or if you need Wordpress development, online marketing, social media setup, photography of facilities, events, or staff, or free WiFi.

Screenshot:

Membership Confirmation

Thank you for your membership to Greater Albuquerque Innkeepers Association. Your Associate Members membership is now active.

Thank you for joining our exclusive GAIA member site as an Associate! Below are details about your membership account. A welcome email has been sent to abqmobileapps@gmail.com.

- Account: ABQMobileWeb (abqmobileapps@gmail.com)
- Membership Level: Associate Members

View Your Membership Account →

You will also immediately receive an email confirmation.

You are now able to view pages on the website which require membership in the site. Take a moment and notice, in the upper right of your screen, a 'howdy' with your username:



Hover your cursor over this username, and you will see options to 'log out' as well as 'edit my profile'. Just as with any website that requires a username and password, please be sure to 'log out' when you complete your site visit!

Just for practice, 'log out' right away. Then select one of the restricted pages, such as Member Directory or Discussion Forum. If you are definitely logged out, this is what you will see:

This content is for Hotel Management and Associate Members members only.



When you click 'Log In', your screen will look like this; since this is a Wordpress site, the membership function integrates with the Wordpress platform:

