



New York State Association of School Nurses

www.nysasn.org

"Caring for New York's Future"

Dear NYSASN Member:

As part of our continuing effort to provide valuable information to our members in a timely manner, we are excited to share with you the addition of a "Member's Only" feature to our web site. This is a password-protected area of our site that will only be available to our members. We look forward to providing our members with an electronic version of our newsletter as well as other important documents or information that will be useful to you in your school nursing practice.

Login Instructions:

- Go to our website at <http://www.nysasn.org>
- Click on "Member's Login" on the top navigational bar, toward the right
- Your "Username" will be your first and last name, all lower case, no spaces
For example, Cynthia Sharpe is **cynthiasharpe**
- Your "Password" will be **schoolnurse** (all one word)
- Then click "Submit", you will now be on the Member's Only page
- Click on "User Preferences" under the NYSASN banner (it's the person icon)
- This will bring up your Name, Email and Password.
- **Your MUST change your password to a password unique for you only, and then reconfirm the password. A "yellow" pop-up box will appear, telling you the change that was made was successful**
- You may also update your email address here as necessary

Please be sure to follow all the procedures above, and take advantage of being able to access any documents that we share with you. Any problems with the login, please email me directly at nysasnweb@yahoo.com. We look forward to being able to provide this service to you, a valuable member of our statewide school nursing organization.

Sincerely,

Cynthia Sharpe, RN

NYSASN Webmaster

11/09