The New DUIDLA Website

Activation Instructions

Dear DUIDLA Member:

The new website is up and running!

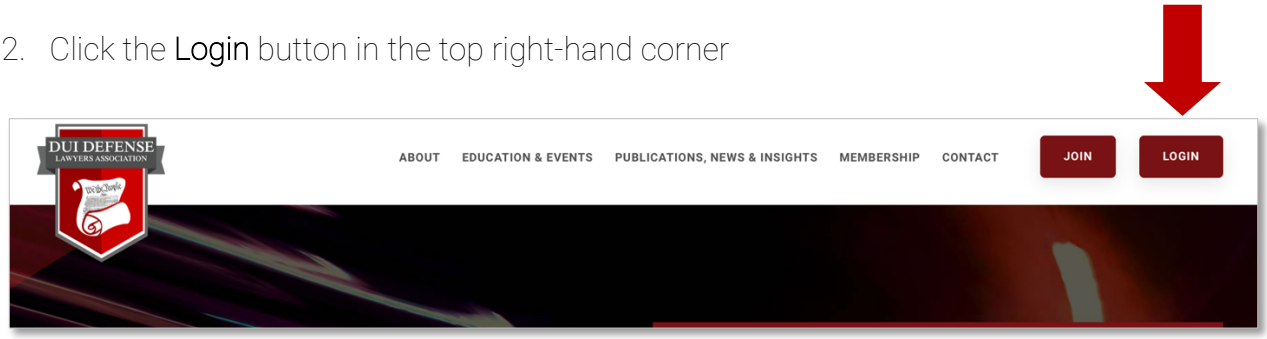
Simply follow these instructions to activate your access to the new site.

Your old profile was ported over from the previous website, so all you need to do is activate your account – there is no need for you to re-create your member profile.

Follow these instructions:

For ease of reference you may wish to print these instructions and follow them step-by-step.

1. Go to www.duidla.org
2. Click the Login button in the top right-hand corner

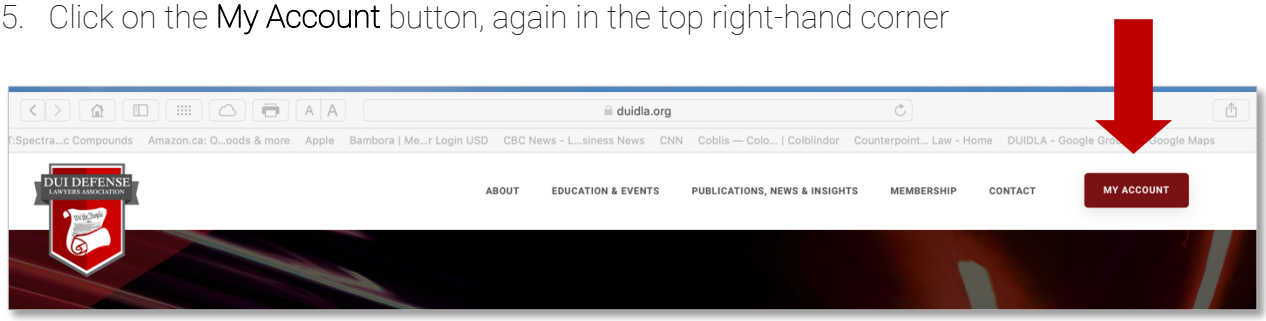


You will be taken to a new page in the secure members-only area.

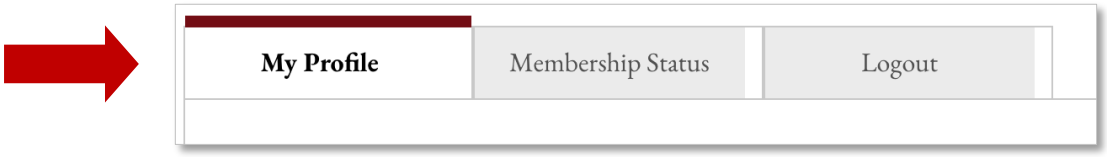
3. Login with your username or email address
    - If you have forgotten your username or email address, contact: Administrator@DUIDLA.org
4. Enter your password
    - If you have forgotten your password, click the link below the Login button, and a password reset link will be sent to you.

When you enter your username and password, you will be taken to the secure members-only area of the website.

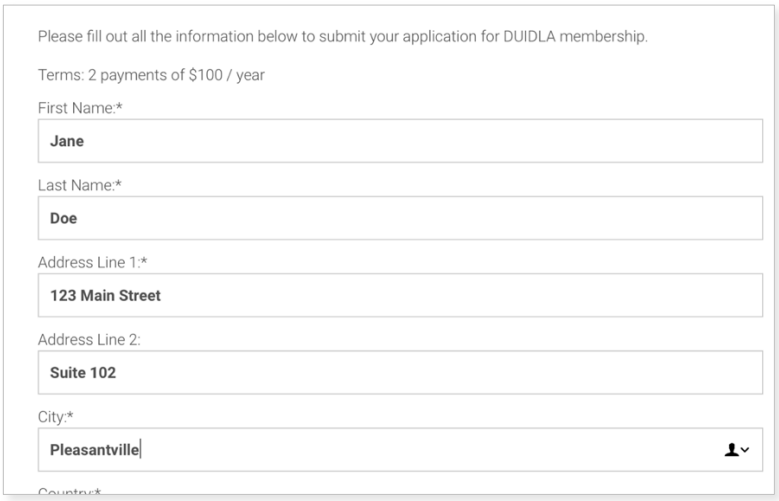
5. Click on the My Account button, again in the top right-hand corner



You will be taken to your own My Account page, where you can click on the My Profile tab.



6. Populate the fields in your profile. Most should have been ported over from the old website. Note that we have new fields to increase your public profile.



NOTE:

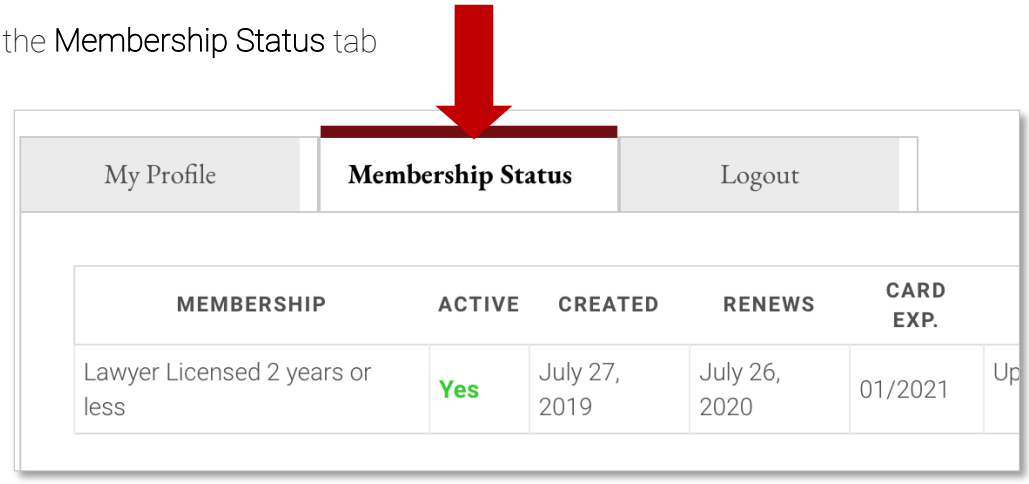
- If you want to change your member directory profile email, you can do that yourself in your account page.

- If you need to change your username (which is also your email address) send your request for change to Administrator@DUIDLA.org

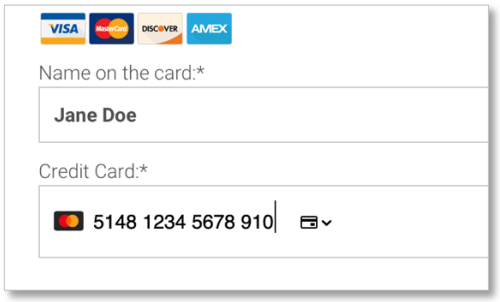
Update your membership status

The Membership Status link may be used to review your current membership status, update your credit card on file or cancel your membership auto-renewal if you choose to do so.

7. Click on the Membership Status tab



8. Enter Your Credit Card Information



For your convenience, DUIDLA uses AUTO RENEWAL for all membership dues, using your debit card or credit card. You will be automatically enrolled in the auto renewal program, so you do not have to do anything while continuing to enjoy membership benefits every year!

You can always opt-out of auto-renewal anytime by simply contacting DUIDLA by emailing ExecDirector@duidla.org or by canceling your subscription from your membership profile page.

*** For your security, be sure to enter your address above (Address Lines 1 & 2 in your profile) with the same address as your credit card billing address.

9. Click the Save Profile Button

Don't forget to save your profile before leaving the page!

Adding your profile image

At the bottom of the page, you can also update your profile with an image file.

We suggest using a professional or high-quality head and shoulder shot picture in either .png, .jpg, or .gif formats, with a file size of 600 x 740 pixels in portrait format.

Changing your password

You can also update your password by clicking the Change Password button at the bottom of the page.

Additional member benefits

- We have a robust list server where you can ask questions, participate in discussions, and access valuable resources.
- Watch your inbox for our newsletter *The Driving Force*
- Be sure to join the members-only Facebook page:

  https://www.facebook.com/groups/297627057070572/
- Also, be sure to enjoy all your member benefits by activating your subscription to Counterpoint – The Journal of Science and the Law in a separate email that will be sent to you within a day or so of re-activating your account.

Any questions?

- Go to: https://duidla.org/faq/
- Contact the DUIDLA by emailing ExecDirector@duidla.org