## How to access and log in to ISMA Events

- On your desktop or laptop computer, go to <u>www.ISMAevents.com</u>.
- On the login screen, enter the email address you used to register for convention where indicated. Then, click "Continue."
- **Previous app users:** If you used our convention app in 2019, you will be prompted to enter your password on the next screen.
  - 1. Enter your password and click "Continue."
  - 2. If you don't know your password, click "Forgot password" to have a password-reset email sent to your inbox.
  - 3. Once the email has been sent, slick "Close" on the pop-up window.
  - 4. Check your inbox for an email from EventMobi.
  - 5. Open the email and click the green button to reset your password.
  - 6. On the "Create New Password" screen, enter your new password in the box and click "Reset password."
  - 7. Click "Go Back to the Event App!" to return to the ISMA Events log-in screen.
  - 8. Enter your new password to log in to ISMA Events, then click continue.
  - 9. Once you have reset and/or entered your password, click "Continue" to access ISMA Events.
- **New app users:** If have not used our convention app before, you will be asked to create a password when you first log in.
  - 1. Follow the onscreen instructions to create a password and log in.
  - 2. Once you have logged in, you will automatically be directed back to the app.