

The following presents the procedure for entering and setting up your profile on the Arizona Authors Association web site as well as registering on the Arizona Author Association Forum where you can post information and carry on discussions with other members.

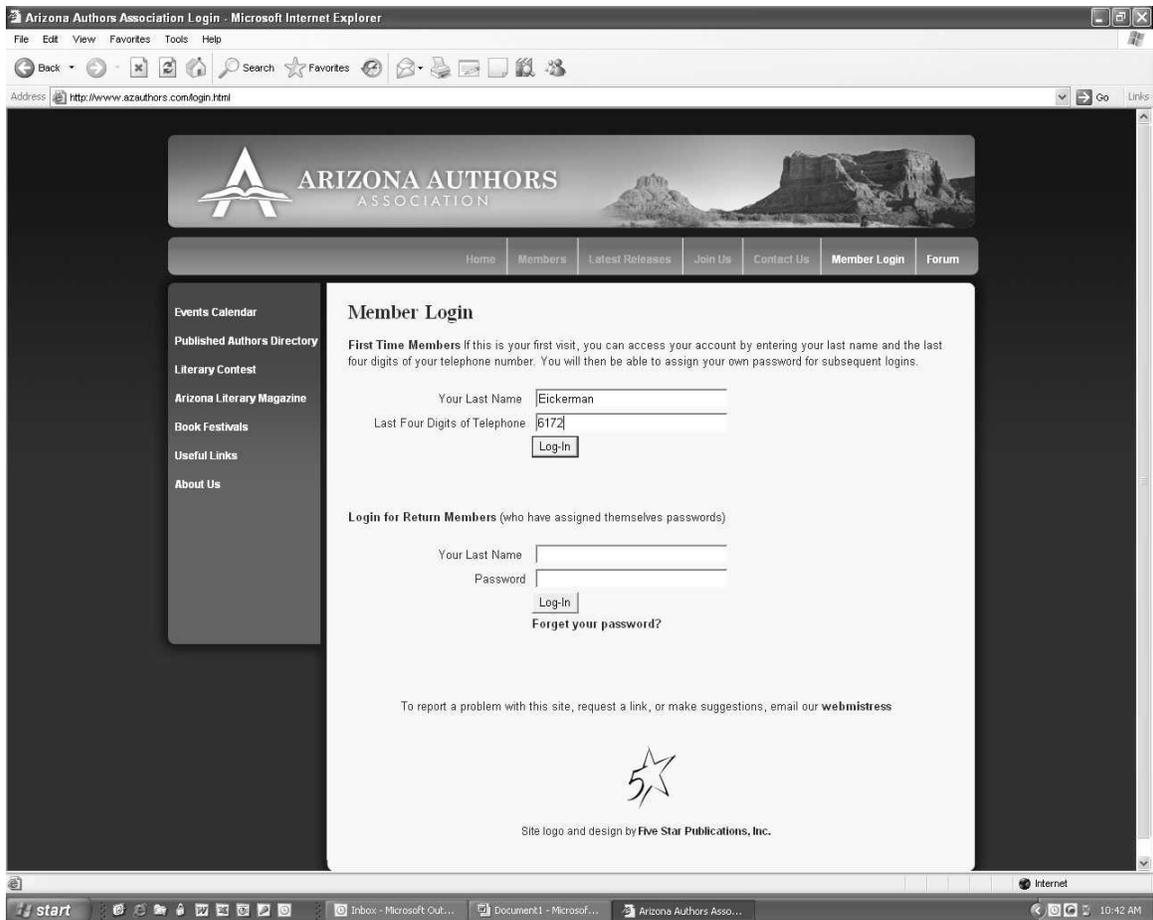
The Arizona Author Association web site is located at:

<http://www.azauthors.com/>



If you are an AAA member you should have received an email with a login ID (your last name) and temporary password (last 4 digits of your telephone number) to access the rest of the web site features the first time. You will want to change your password and we will do that later.

First, select “Member Login”.



In the upper portion of the login page enter your last name where indicated, and the last 4 digits of your phone number right below it and click “Login”. This will take you to a screen where you will enter profile information.

AzAuthors.Com - Member Page for Curtis Eickerman - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address http://www.azauthors.com/mypage.php


**ARIZONA AUTHORS**  
 ASSOCIATION

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Published Authors Directory

Literary Contest

Arizona Literary Magazine

Book Festivals

Useful Links

About Us

### My Contact Info

Please read the IMPORTANT NOTES at the bottom of the page prior to editing your contact and bio information, especially if this is your first visit to the site.

First Name	Curtis
Last Name	Eickerman
Password	*****
Confirm Password	*****
E-Mail	eick001@cox.net

---

Privacy Do you want to keep your address and telephone numbers private?  
 Yes  No

Home Tel 480-706-6174

Work Tel 480-441-3781

Cell Phone

---

Address 4114 E. Windsong Drive

Suite/Apt

City Phoenix

State AZ

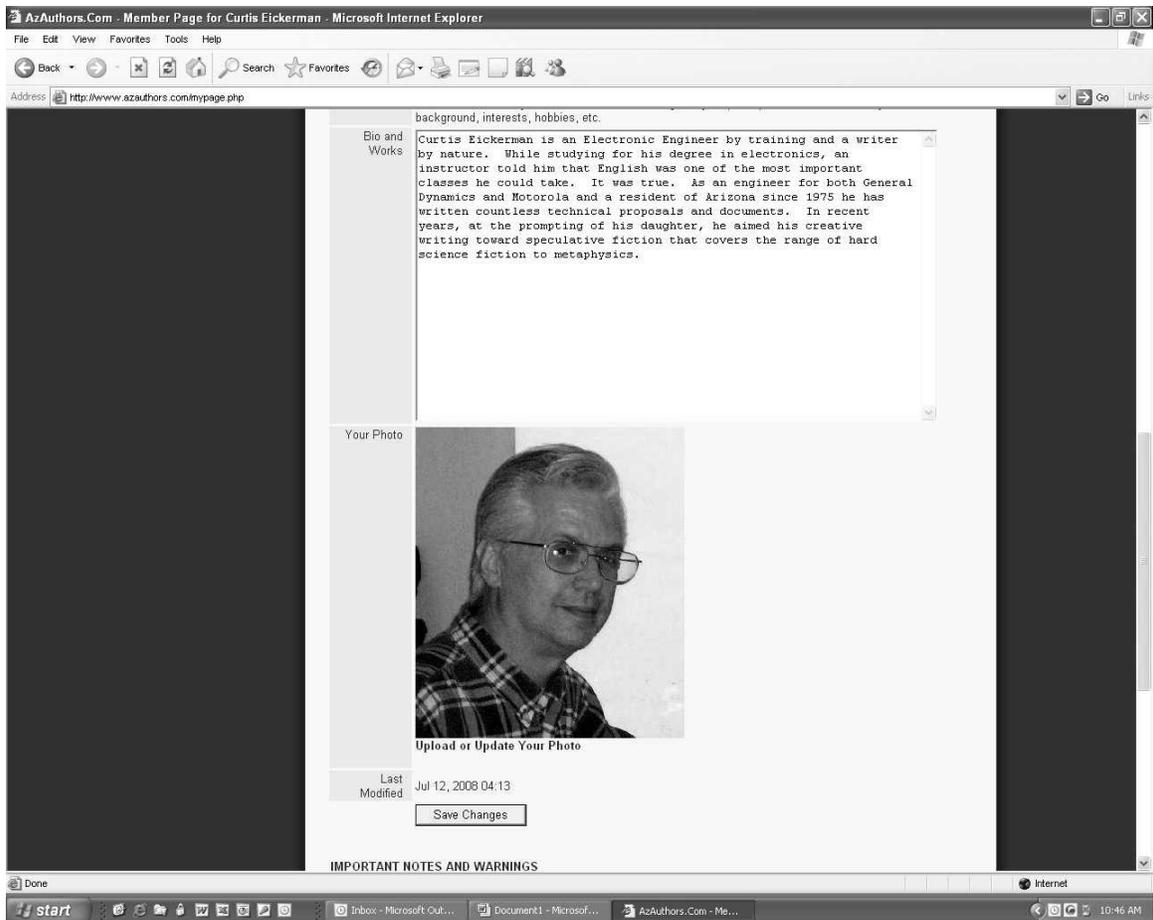
Zip 85048

Web Site **NOTE** Be sure to include the entire URL for your web site beginning with "http"  
<http://www.members.cox.net/eick001>  
 Test your web site link  
<http://www.members.cox.net/eick001>

Done Internet

start | Inbox - Microsoft Out... | Document1 - Microsof... | AzAuthors.Com - Me... | 10:44 AM

Here I have entered profile information, some of which will be available to other members. This is also where you can change your password (highly recommended) to something you will remember (lines 3 and 4). After you have finished entering everything you wish to (you can change anything at a later time), press “Save Changes” as shown below.



In your profile you can provide biographical information, links to web sites, and even a picture prior to “Saving Changes”. Each time you log in as a member you will start at the profile page so that you can update information at any time.

After “Saving Changes” you will see the red note at the top as shown below.

AzAuthors.Com - Member Page for Curtis Eickerman - Microsoft Internet Explorer

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Address <http://www.azauthors.com/mypage.php>

Google

199 blocked

Check AutoLink AutoFill Send to Settings

**ARIZONA AUTHORS ASSOCIATION**

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First Name

Last Name

Password

Confirm Password

E-Mail

Privacy Do you want to keep your address and telephone numbers private?  
 Yes  No

Home Tel

Work Tel

Cell Phone

Internet

From this point you can navigate to other areas by selecting the tabs in the banner area (Home, Members, Latest Releases, etc.).

If you wish to check out the Forums select “Forum” at this time.





You will be presented with a disclaimer page and continue by selecting one of the “Agree with” items (assuming you agree with the terms and conditions).

For registration you will see the following (shown in the next two figures because of the length)

azauthors.com :: Register - Microsoft Internet Explorer

Address: http://www.azauthors.com/azauth\_forum08/profile.php?mode=register&agreed=true

**ARIZONA AUTHORS ASSOCIATION**

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Arizona Authors Association Messageboard

FAQ Search Memberlist Usergroups Register  
Profile Log in to check your private messages Log in

azauthors.com Forum Index

**Registration Information**

Items marked with a \* are required unless stated otherwise.

Username: \*

E-mail address: \*

Password: \*

Confirm password: \*

If you are visually impaired or cannot otherwise read this code please contact the Administrator for help.

2 Y R T 9 1

Confirmation code: \*  
Enter the code exactly as you see it. The code is case sensitive and zero has a diagonal line through it.

**Profile Information**

This information will be publicly viewable

ICQ Number:

AIM Address:

MSN Messenger:

Yahoo Messenger:

Website:

Location:

Occupation:

Interests:

Signature:  
This is a block of text that can be added to posts you make. There is a 255 character limit.

HTML is

BBCode is

Smilies are

azauthors.com :: Register - Microsoft Internet Explorer

Address: http://www.azauthors.com/azauth\_forum08/profile.php?mode=register&agreed=true

ICQ Number:

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Interests:

Signature:  
This is a block of text that can be added to posts you make. There is a 255 character limit.

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BBCode is

Smilies are

**Preferences**

Always show my e-mail address:  Yes  No

Hide your online status:  Yes  No

Always notify me of replies:  
Sends an e-mail when someone replies to a topic you have posted in. This can be changed whenever you post.  Yes  No

Notify on new Private Message:  Yes  No

Pop up window on new Private Message:  
Some templates may open a new window to inform you when new private messages arrive.  Yes  No

Always attach my signature:  Yes  No

Always allow BBCode:  Yes  No

Always allow HTML:  Yes  No

Always enable Smilies:  Yes  No

Board Language:

Board Style:

Timezone:

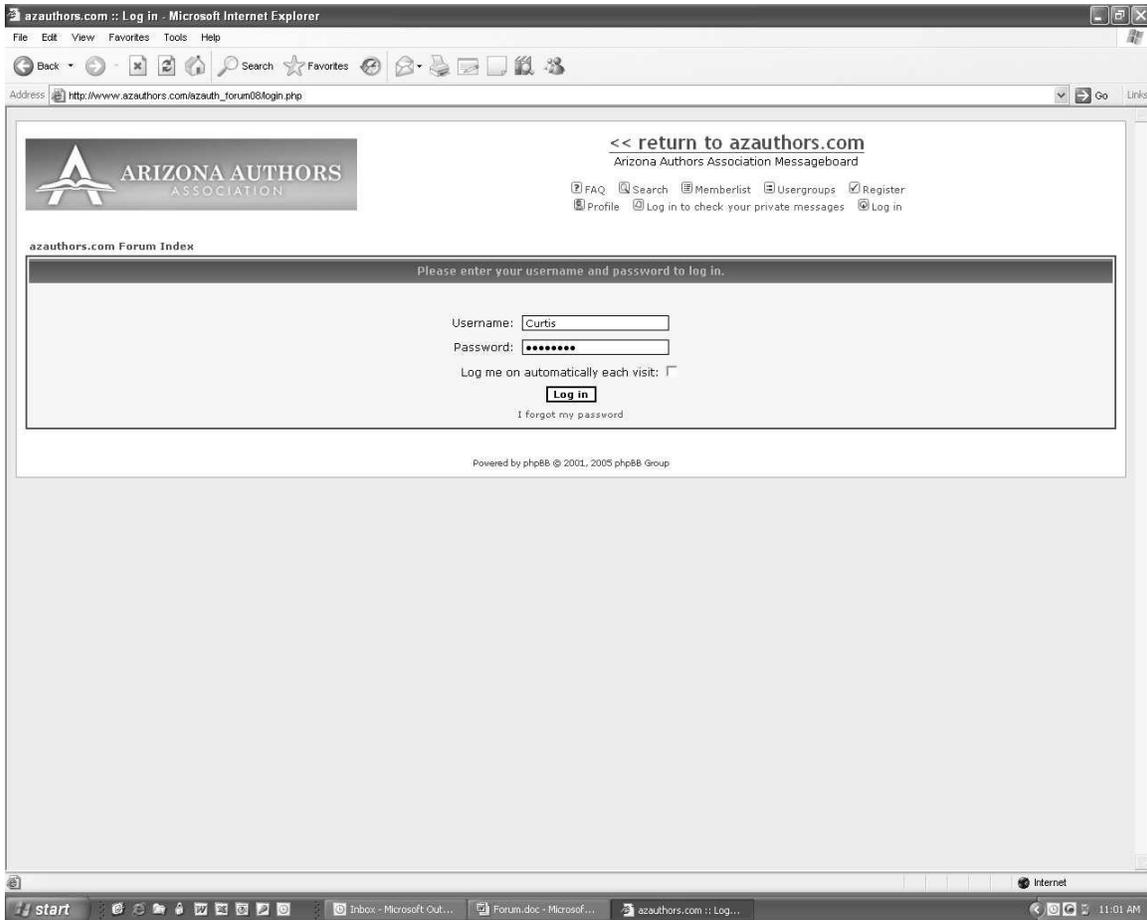
Date format:  
The syntax used is identical to the PHP `date()` function.

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In this case you can select whatever username you wish to be known by on the forum (your forum name does not have to agree with your AAA member name).

When you have entered the information (required items are identified with an asterisk), select “Submit”. Remember to enter the “Confirmation Code” which is designed to prevent automated spammers from being able to access the forum.

Once you are a registered user you should be able to login to the forum at any time in the future by selecting “Login” on the opening Forum page after which you should see the following.



Enter the username and password you just registered for use in the forum and select “Login”.

azauthors.com :: Index - Microsoft Internet Explorer

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Address http://65.49.18.142/azauth\_forum08/index.php?sid=04141f857dc809b23cfe65c5f25e7d

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You last visited on Mon Dec 08, 2008 3:42 pm  
 The time now is Tue Dec 09, 2008 6:02 pm  
[azauthors.com Forum Index](#)

View posts since last visit  
View your posts  
View unanswered posts

Forum	Topics	Posts	Last Post
<b>Arizona Authors Association</b>			
<b>AAA Messageboard</b> Messages for first three months Moderators <a href="#">bbadmin</a> , <a href="#">Toby</a> , <a href="#">Curtis</a>	1	1	Fri Nov 21, 2008 3:25 am <a href="#">Curtis</a>
<b>Forum Issues or Concerns</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	7	20	Mon Dec 08, 2008 3:39 pm <a href="#">Curtis</a>
<b>General Discussions</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	13	26	Sun Nov 30, 2008 4:35 am <a href="#">Curtis</a>
<b>Events, Meetings, Conferences, Classes</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	16	17	Sun Dec 07, 2008 7:04 pm <a href="#">Toby</a>
<b>New Book Release Announcements</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	7	11	Fri Dec 05, 2008 7:01 pm <a href="#">Curtis</a>
<b>Writing Problems</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	5	7	Fri Nov 28, 2008 4:25 pm <a href="#">Curtis</a>
<b>Contests</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	6	13	Thu Dec 04, 2008 3:22 am <a href="#">Curtis</a>
<b>Employment Opportunities</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	9	9	Thu Nov 20, 2008 7:25 pm <a href="#">Curtis</a>
<b>Editors, Publishers, Agents</b> Moderators <a href="#">Toby</a> , <a href="#">Curtis</a>	3	3	Thu Nov 20, 2008 7:30 pm <a href="#">Curtis</a>

Mark all forums read All times are GMT

**Who is Online**

Our users have posted a total of **107** articles  
 We have **55** registered users  
 The newest registered user is [JK Scott](#)

In total there is **1** user online :: 1 Registered, 0 Hidden and 0 Guests [ [Administrator](#) ] [ [Moderator](#) ]  
 Most users ever online was **6** on Fri Jul 25, 2008 11:05 pm  
 Registered Users: [Curtis](#)

Done Internet

start Inbox - Microsoft Out... Forum.doc - Microsof... azauthors.com :: Ind... 11:02 AM

Now you can read, post, and edit your own postings on the forum. All categories are available for your use. Let's start by selecting "Forum Issues or Concerns".

azauthors.com :: View Forum - Forum Issues or Concerns - Microsoft Internet Explorer

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Address: http://65.49.18.142/azauth\_forum08/viewforum.php?f=2&sid=04141f6857dc809b23cffe65c5f25a7d



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### Forum Issues or Concerns

Moderators: [Tabby](#), [Curtis](#)

Users browsing this forum: [Curtis](#)

[newtopic](#) azauthors.com Forum Index -> Forum Issues or Concerns Mark all topics read

Topics	Replies	Author	Views	Last Post
<b>Announcement:</b> Forum Purpose	0	<a href="#">Curtis</a>	6	Thu Nov 20, 2008 7:06 pm <a href="#">Curtis</a>
<b>Sticky:</b> Thanks for signing in	3	<a href="#">bbadmin</a>	43	Tue Nov 18, 2008 3:24 pm <a href="#">Curtis</a>
Tip	0	<a href="#">Curtis</a>	4	Mon Dec 08, 2008 3:39 pm <a href="#">Curtis</a>
Trouble logging in?	0	<a href="#">Curtis</a>	4	Tue Dec 02, 2008 4:17 pm <a href="#">Curtis</a>
Concern about this forum	9	<a href="#">bbadmin</a>	58	Fri Nov 28, 2008 4:11 pm <a href="#">Curtis</a>
cookies	1	<a href="#">bbadmin</a>	7	Sat Nov 22, 2008 11:45 pm <a href="#">Curtis</a>
First Try	0	<a href="#">bbadmin</a>	7	Wed Nov 19, 2008 8:10 pm <a href="#">bbadmin</a>

Display topics from previous:

[newtopic](#) azauthors.com Forum Index -> Forum Issues or Concerns All times are GMT

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Jump to:

New posts

New posts [ Popular ]

New posts [ Locked ]

No new posts

No new posts [ Popular ]

No new posts [ Locked ]

Announcement

Sticky

You can post new topics in this forum

You can reply to topics in this forum

You can edit your posts in this forum

You can delete your posts in this forum

You can vote in polls in this forum

You can moderate this forum

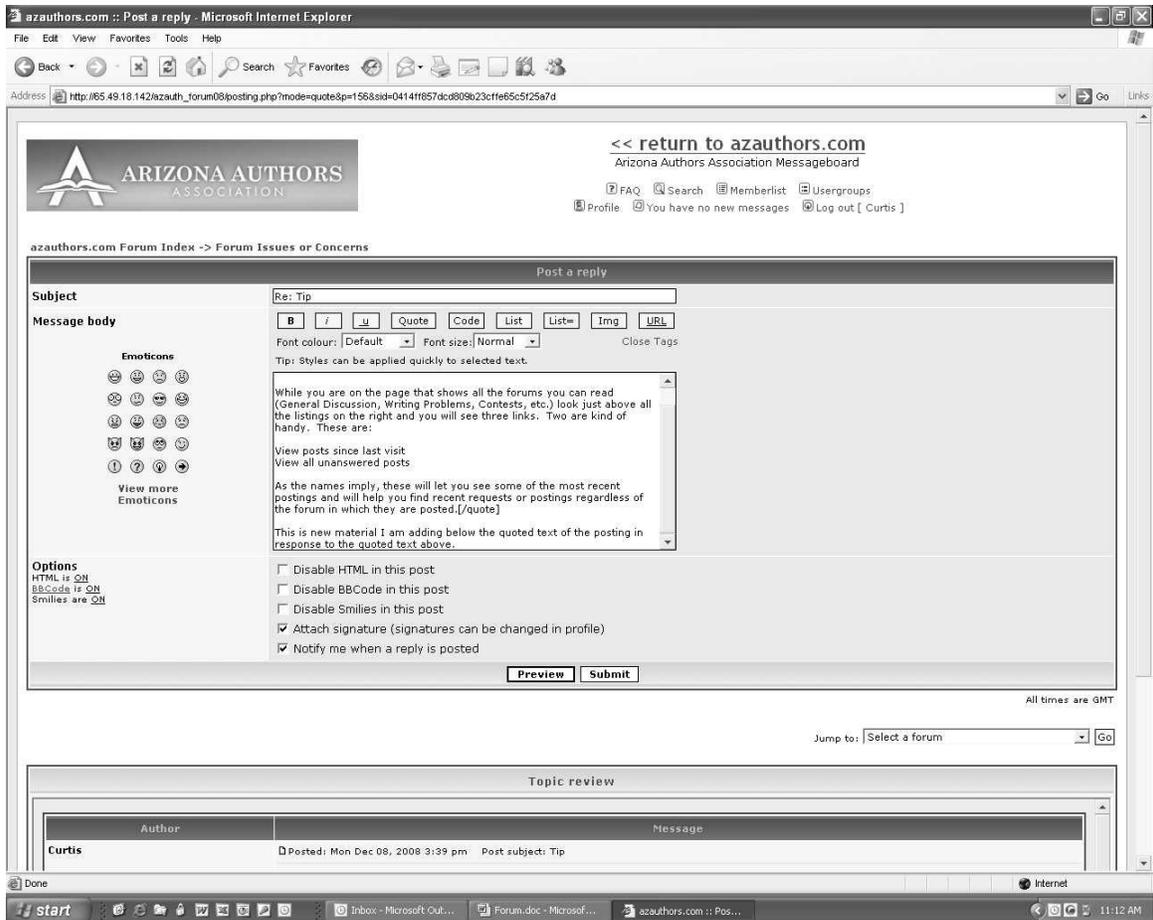
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It's typical to see an announcement that explains the basic purpose of this portion of the forum. You might also see "Sticky" postings which are always at the top of the list because they are something of continual interest. The rest of the postings are listed based upon the date of the most recent posting in that topic. You can create new topics (by selecting "New Topic") or just respond to topics that have already been created. Topics are like subject lines in emails. To view an existing postings just select the topic title.

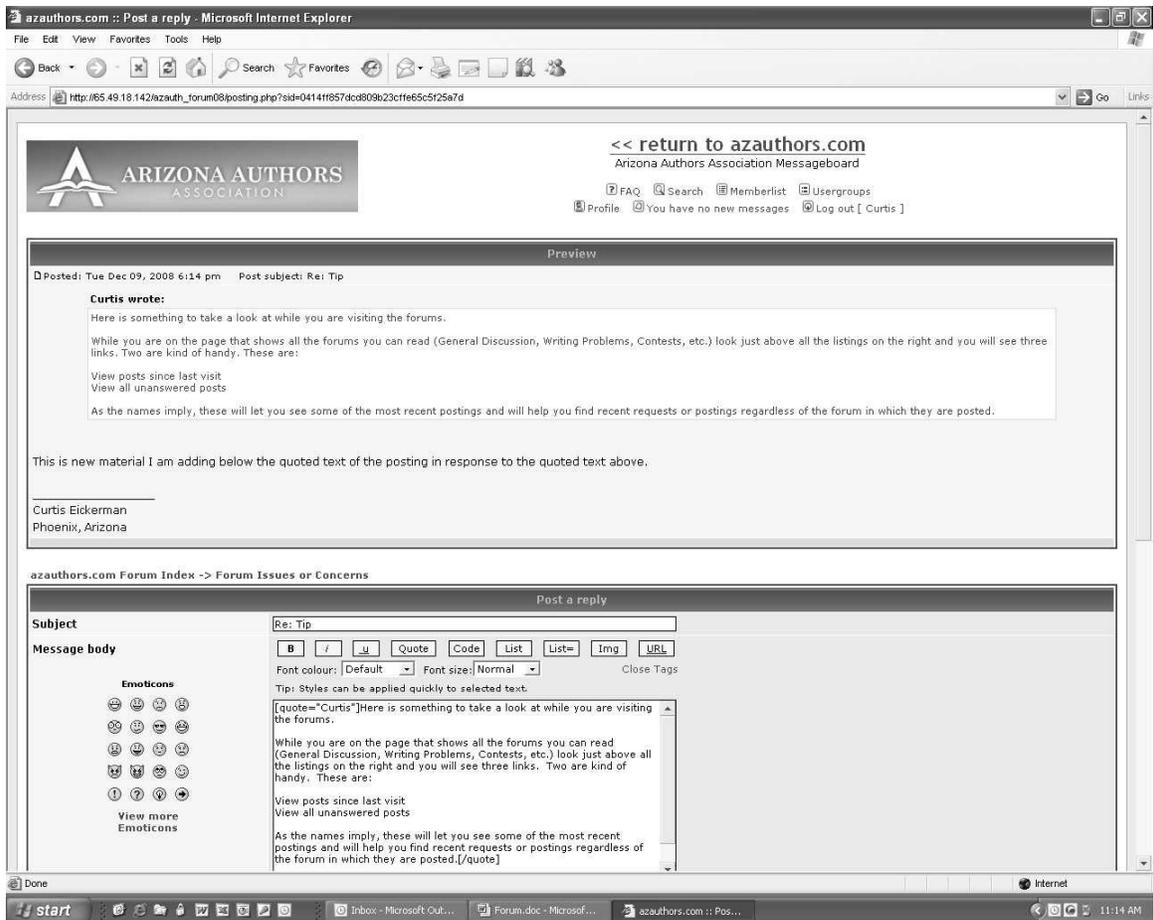
In this case I selected “Tip” and you see the above posting. If there were several postings in that topic you could scroll down through them. If there were enough postings you might have to select page 2 or 3 to scroll through them all.

If you wanted to respond to this posting you can simply select “Post Reply” in the lower left, or “Quote” in the upper right. Quote allows your posting to contain a quotation from the posting to which you are responding. In the case below “Quote” is selected.

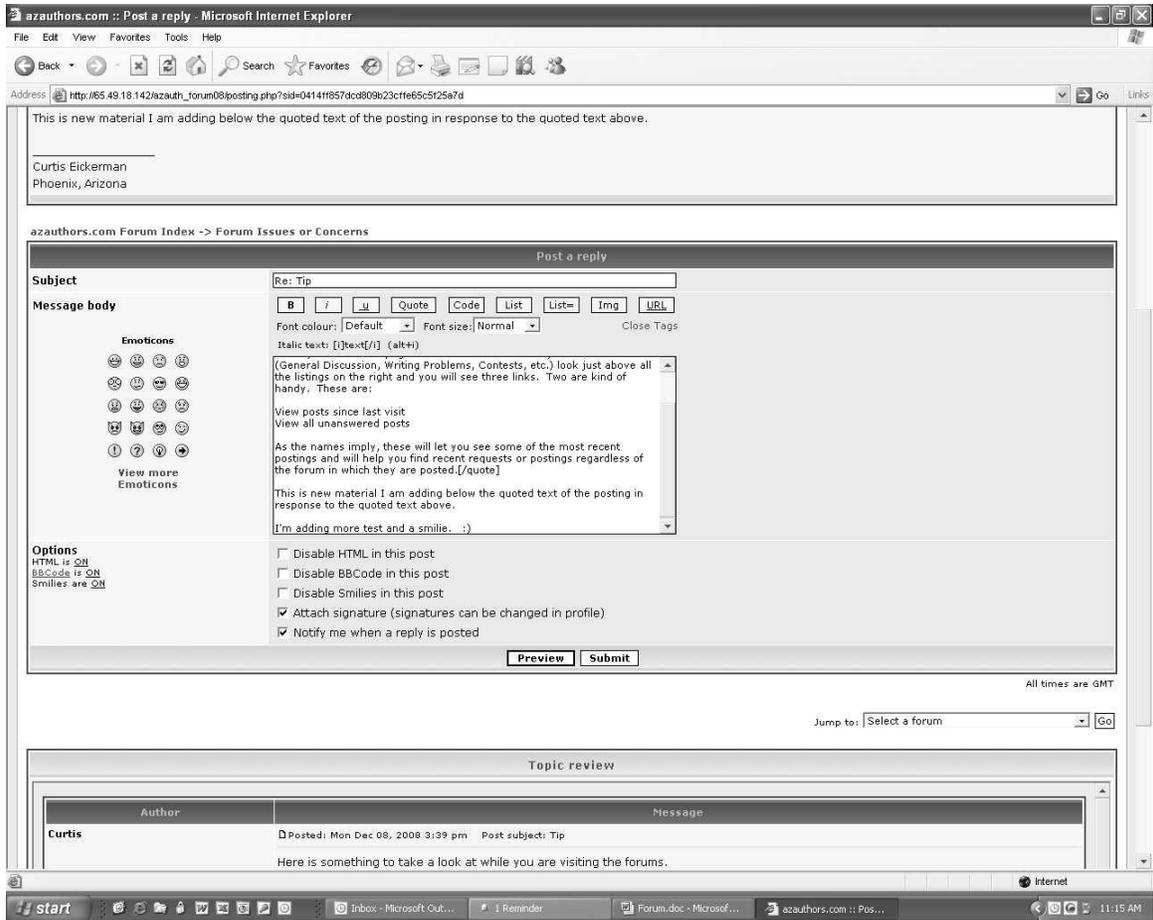
The material between the [Quote] tags is from the original posting. You can add material below the quoted text.



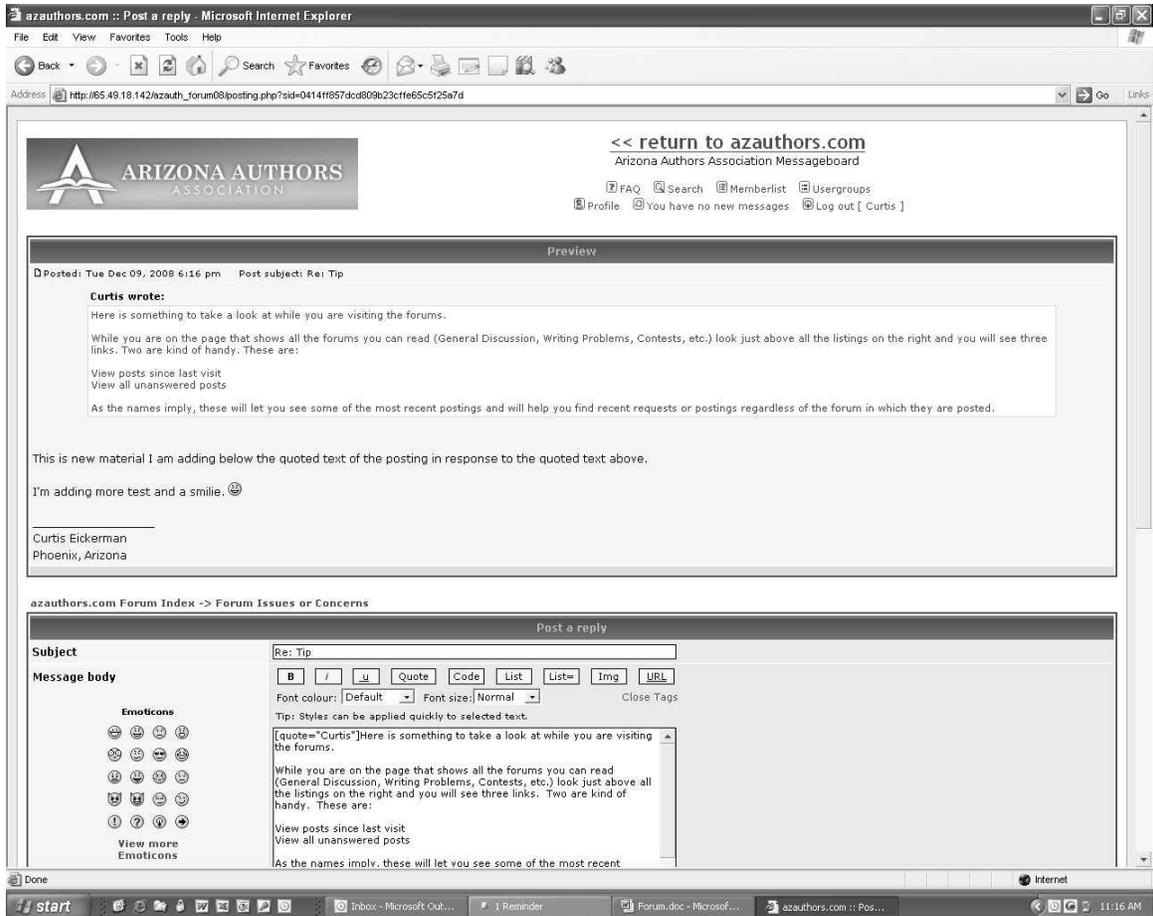
You can see the new material above. When you are ready it is always a good idea to select “Preview” before hitting “Submit” just to see what your posting will look like.



In the upper portion you see exactly what the posting will look like. If you are happy with it you can scroll down and select "Submit" or you can edit the text in the lower area and "Preview" it again and again until you are satisfied that you have said what you want to say.



Here I added more text and then will preview it again.



Once I am happy with it I would hit “Submit” and the forum will tell you it has been submitted and will, in a few seconds, show you the new posting you have made.

From there you can look at other postings by navigating to other postings within the topic or you can select other topics, or even select other categories to view. You can navigate to other categories by taking advantage of the links next to the top “New Topic” button

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Address http://65.49.18.142/azauth\_forum08/viewforum.php?f+2&sid=0414f16857dc809b23c1fe65c5125a7d



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### Forum Issues or Concerns

Moderators: [Toby](#), [Curtis](#)

Users browsing this forum: [Curtis](#)

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Jump to:

New posts    No new posts    Announcement

New posts [ Popular ]    No new posts [ Popular ]    Sticky

New posts [ Locked ]    No new posts [ Locked ]

You **can** post new topics in this forum  
 You **can** reply to topics in this forum  
 You **can** edit your posts in this forum  
 You **can** delete your posts in this forum  
 You **can** vote in polls in this forum  
 You **can** moderate this forum

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Done Internet

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By selecting “azauthors.com Forum Index” you can navigate back to the opening page.

azauthors.com :: Index - Microsoft Internet Explorer

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Address [http://65.49.18.142/azauth\\_forum08/index.php?sid=04141f857dc809b23cfe65c5f25e7d](http://65.49.18.142/azauth_forum08/index.php?sid=04141f857dc809b23cfe65c5f25e7d)



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 Most users ever online was **6** on Fri Jul 25, 2008 11:05 pm  
 Registered Users: [Curtis](#)

Done Internet

start 11:21 AM

So browse around and post something to let us know what you think. If you have recommendations we would love to hear them. We are certainly open to making any desirable changes within the limitations of the forum software.