

Boca Raton Amateur Radio Association Logon Instructions

1. **Your action:** Access the BRARA website at <http://brara.org>

Expected results: You will be presented the home web page with a heading that look likes the following:



2. **Your action:** On that page menu bar locate Logon and click on it

Expected results: You will be presented the Logon web page:

A screenshot of the 'Member Login' form. The form has a dark blue header with the text 'Member Login'. Below the header, there are two input fields: 'User ID: R' and 'Password: R'. The 'R' is a small red icon. Below the input fields is a blue 'Login' button. At the bottom of the form, there are two links: 'Click if forgot User ID' and 'Click if forgot Password'.

Welcome | Monthly meeting Tuesday Sept 5 at 7pm | Winter FD2018 is coming

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3. Your action: Locate Member Logon section. If you know your USER ID and PASSWORD, enter it as shown and click Logon

Expected results: You will be presented the **HOME** page where the menu bar now shows **TOOLS** and your logon name appears in the “Welcome” area:

BRARA / N4BRF
We are a 501(c)(3) non-profit
Teach - Learn - Operate - Support
ARES - RACES - CERT - SKYWARN

Boca Raton Amateur Radio Association
Palm Beach County Florida USA
Community - Communication - Leadership

HOME COMM LIBRARY SHOWCASE GOVERNANCE TOOLS

Welcome **JOHN.W.COLE, N1QFH**

Announcements

Breakfast 9am Tuesday AUG 8th 2017
Location TBA Delray Beach FL
NEW: 2018 Winter Field Day (WFDA)
Plans for a field day in 27-28 January 2018 are forming. The idea is to give our snow bird members an opportunity to operate at our shack and to fine tune our setup and stations from the learnings of FD2017.
2018 WFDA LINKS and DOCUMENTS
[Winter Field Day Association \(WFDA\)](#)
[2018 WFDA Rules](#)
[2018 WFDA Chart](#)

How to subscribe to Our Newsletter

Please subscribe to receive announcements and information. A confirming email will be sent enabling regular communication.

[Click to Subscribe](#)

Open House :: Wednesdays and Saturdays

From 11am at Club Station
10875 W Atlantic Ave
Delray Beach, FL USA. ([Click to view map](#))

Recent News and Updates

As of 2-AUGUST 2017
[NEW DOC: DXing Information equals Power](#)
[NEW DOC: Revised Bylaws](#)

Social media

[Facebook](#) [Profile](#) [Twitter](#)

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4. **Your action:** If you do **NOT** know your USER ID , click on “Click if forgot User ID”



Member Login

User ID: R Password: R

Login

Click if forgot User ID || Click if forgot Password

Expected results: You will be presented the “Forgot Logon User Id”



Forgot Logon User Id

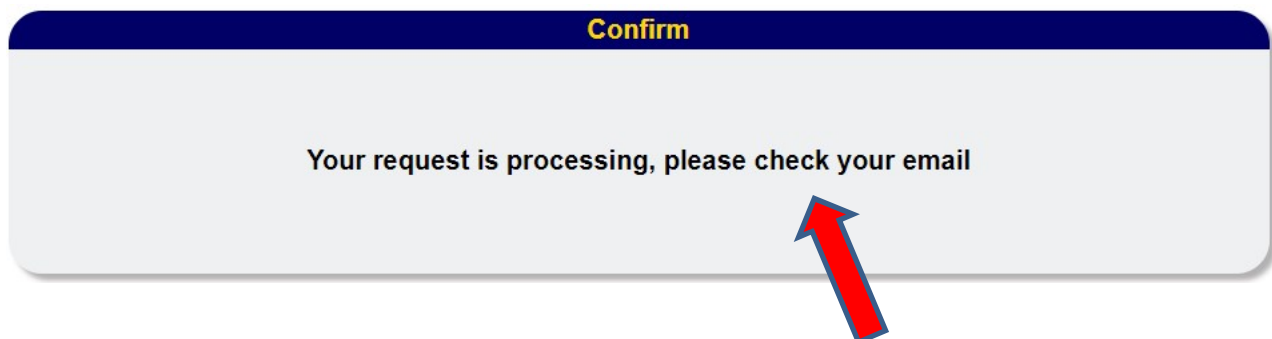
Email: R

Email User ID

Click to return to LOGON || Click if forgot Password

5. **Your action:** If you know your Logon email address, enter it and click button “Email User ID”

Expected results: You will be presented a **CONFIRM** page that says your request is processing and to check your email for the information you requested. You are returned to the **HOME** page.



Confirm

Your request is processing, please check your email

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6. Your action: If you do **NOT** know your PASSWORD , click on “Click if forgot Password”



Member Login

User ID: R Password: R

Login

Click if forgot User ID || Click if forgot Password

Expected results: You will be presented the “Forgot Logon Password”



Forgot Logon Password

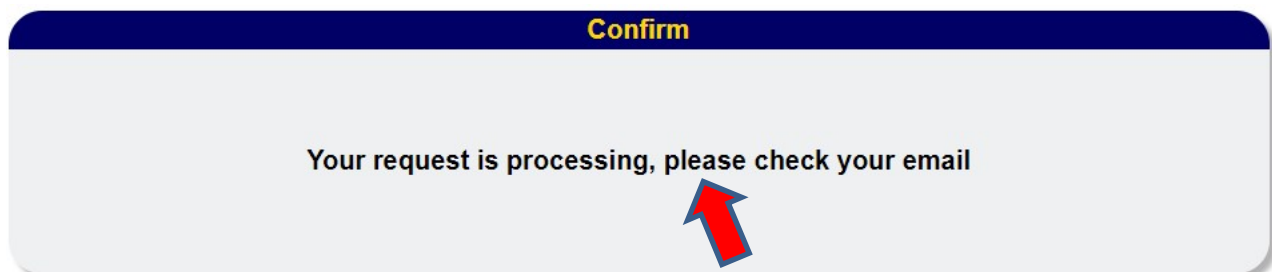
Email: R

Email Password

Click to return to LOGON || Click if forgot User ID

7. Your action: If you know your Logon email address, enter it and click button “Email Password”

Expected results: You will be presented a **CONFIRM** page that says your request is processing and to check your email for the information you requested. You are returned to the **HOME** page.



Confirm


Your request is processing, please check your email

8. Your action: If you do **NOT** know your **LOGON USER ID, PASSWORD, or EMAIL**, contact the BRARA Secretary to have your information populated in our records. After you have been notified your information is added or updated, retry this process.

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9. Your action: Check your email for **USER ID** request

Expected results: Your **USER ID** is presented as shown

BRARA: UserId request  Inbox x

 **brara@gravity.w4bfl.us**


to me 


You requested an email of your UserId.
The BRARA access information is provided below.
Please store this for your records and future use when logging into BRARA such as by using cut/paste to a text file.

N1QFH 

10. Your action: Check your email for **PASSWORD** request

Expected results: Your **PASSWORD** is presented as shown

BRARA: Passid request  Inbox x

 **brara@gravity.w4bfl.us**


to me 

You requested an email of your Passid.
The BRARA access information is provided below.
Please store this for your records and future use when logging into BRARA such as by using cut/paste to a text file.

MyNewPassword@ 

11. Your action: Check your email for **UNKNOWN EMAIL ADDRESS**

Expected results: Your EMAIL address may not be known to BRARA and you will be given an email presented as shown

BRARA: UserId request encountered an error  Inbox x

 **brara@gravity.w4bfl.us**

to me 

You requested an email of your UserId.
The BRARA system encountered an error which is:
Email address wirehead52@gmail.com was not found. Action: contact your webmaster with these details

