



# Welcome to the IIAH Website Series

**M360 Tour: Getting to Know Your New Website!**



## How to Log In

- All IIAH members and non-members have a log in
- Standard settings
  - **Username: e-mail address**
  - **Password: IIAH for first log in**
- Forgot your password? The system can send you a link to reset!

# Step One

Log in from the IIAH Home Page [www.iiah.org](http://www.iiah.org)

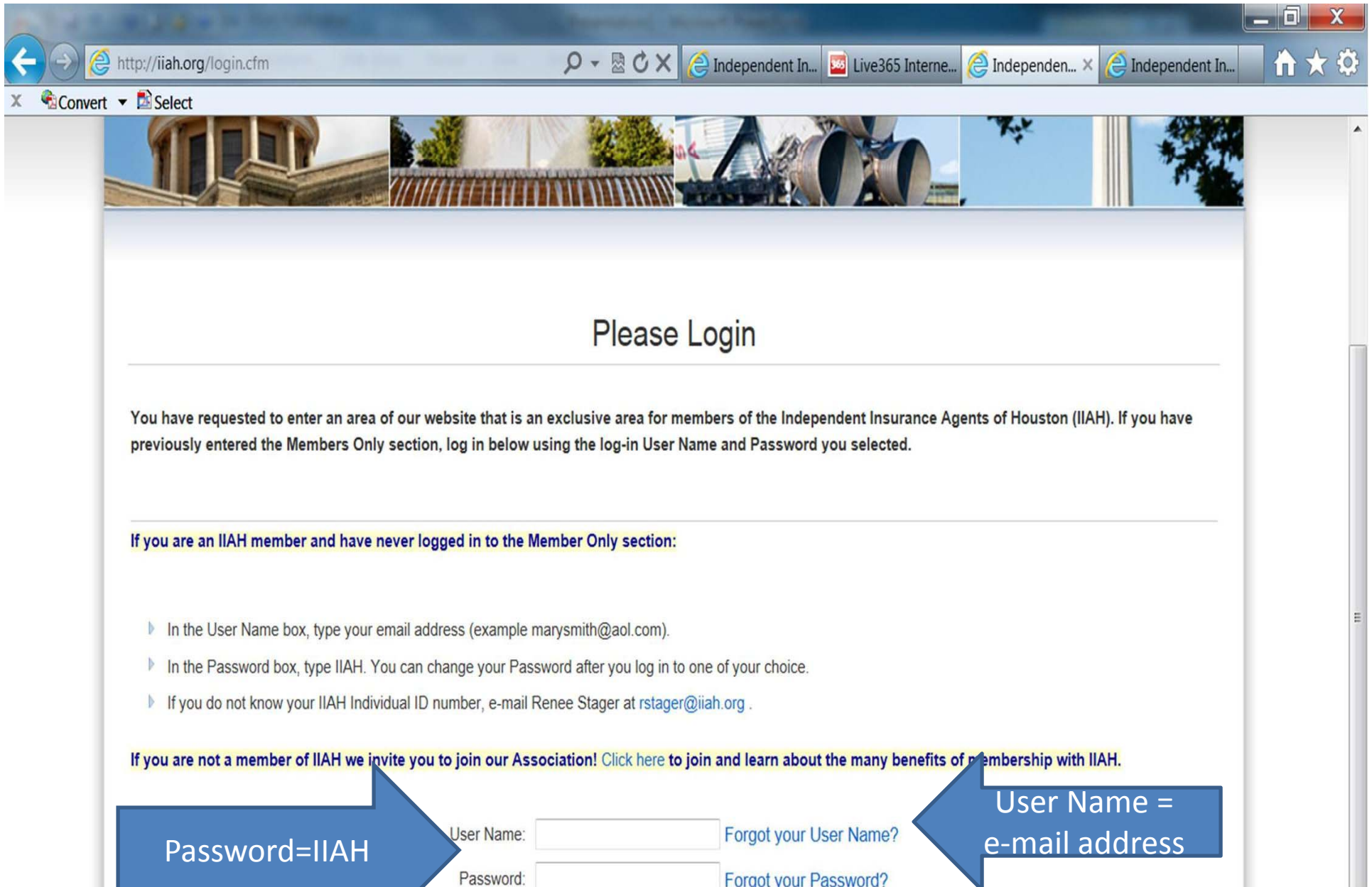
The screenshot shows the IIAH website home page. At the top right, there are links for "Home" and "Member Login". A blue arrow with the text "Click Here" points to the "Member Login" link. The website features a navigation menu with categories: MEMBERSHIP, EDUCATION, EVENTS, ADVOCACY, ABOUT US, and CONSUMER. The MEMBERSHIP menu is expanded, showing options like "Calendar of Events", "Defensive Driving", "Find an Agent/Service", "IIAH Committees", "IIAH Holiday Schedule", "IIAH Logos", "Industry Links", "Join IIAH", "Member Benefits", "Member Directories", "Member Luncheons & Free CE Seminars", "Today's News", "Employment Services", and "Update Your Member Profile". The page also includes a "SERVING HOUSTON AGENTS SINCE 1924" tagline, an "Insurance News" section with links to "Today's News", "IIAT Capitol Report", "President Message", and "2011 Fall IRM Newsletter", and a "Platinum Partners for Excellence" section featuring the BLAIS and CHUBB logos. A "Gold Patrons" section is visible at the bottom right. The browser's address bar shows the URL <http://iiah.org/index.cfm>.

<http://iiah.org/displaycommon.cfm?an=1&subarticlenbr=505> head of the game with

Gold Patrons

# Step Two

Enter your e-mail address as your user name and first time log in password of IIAH



The screenshot shows a web browser window with the address bar displaying `http://iiah.org/login.cfm`. The page content includes a header with four images, a main heading "Please Login", and a paragraph explaining the login process. Below this, there are instructions for members and non-members. At the bottom, there are two input fields: "User Name:" and "Password:". A blue arrow points from the text "Password=IIAH" to the "Password:" field. Another blue arrow points from the text "User Name = e-mail address" to the "User Name:" field. The "User Name:" field has a link "Forgot your User Name?" next to it, and the "Password:" field has a link "Forgot your Password?" next to it.

Please Login

You have requested to enter an area of our website that is an exclusive area for members of the Independent Insurance Agents of Houston (IIAH). If you have previously entered the Members Only section, log in below using the log-in User Name and Password you selected.

**If you are an IIAH member and have never logged in to the Member Only section:**

- ▶ In the User Name box, type your email address (example marysmith@aol.com).
- ▶ In the Password box, type IIAH. You can change your Password after you log in to one of your choice.
- ▶ If you do not know your IIAH Individual ID number, e-mail Renee Stager at [rstager@iiah.org](mailto:rstager@iiah.org).

**If you are not a member of IIAH we invite you to join our Association! [Click here to join and learn about the many benefits of membership with IIAH.](#)**

Password=IIAH

User Name = e-mail address

User Name:  [Forgot your User Name?](#)

Password:  [Forgot your Password?](#)

# Step Three

From your Profile you can update your information, register for upcoming events, view invoices, receipts and much more.

The screenshot shows the IIAH member portal interface. At the top, the IIAH logo and the tagline "SERVING HOUSTON AGENTS SINCE 1924" are visible. Below this is a navigation bar with "HOME", "PORTAL", and "LOGOUT" links. The main content area is divided into several sections:

- Membership Profile:** A section for the member "Fay R Stager". It includes a placeholder for a profile picture with a "add image" link. Below the name are links for "view/edit profile", "change password", "individual", and "12/27/2011 - 8/31/2012". It also shows "Paid Thru Date: 12/27/2011", "Member Thru Date: 8/31/2012", and "Member Since Date: 12/27/2011".
- Committee Participation:** A section stating "You are not currently participating in any groups."
- Member Searches:** A section stating "There are currently no available searches."
- IIAH News:** A section for news updates.
- Upcoming Events:** A list of events with dates, descriptions, and "Register" links.

Date	Event	Action
JAN 25 WEDNESDAY	January Member Free CE Seminar 2012 Maggianno's Little Italy (map) 1:00pm - 5:00pm	Register
FEB 21 TUESDAY	Houston Insurance Day 2012 Attendee Registration Houston Marriott Westchase (map)	Register
FEB 21 TUESDAY	Houston Insurance Day 2012 Exhibitors/Sponsors Marriott Houston Westchase (map)	Register
MAR 22 THURSDAY	Business Ethics Brady Chapman Holland Training Center (map) 9:00am - 11:00am	Register
MAY 16 WEDNESDAY	Commercial General Liability 1330 Post Oak Building-1st Floor Auditorium (map)	Register
- Billing Information:** A section with tabs for "Invoices" and "Payments". It displays "No open invoices or renewal quotes" and "Total Balance \$0.00". A link for "View Accounting History" is provided.

Four blue callout arrows point to specific features:

- "Insert Your Picture" points to the profile picture placeholder.
- "Update/Change" points to the "view/edit profile" link.
- "Register for Events" points to the "Register" links in the "Upcoming Events" section.
- "View/Print Invoices, Receipts, etc." points to the "Billing Information" section.



**Thank You!**

**If you have any question on this or other features on the new IIAH website, please e-mail or call our office.**

- [www.iiah.org](http://www.iiah.org)
- 713.914.8140
- [iiah@iiah.org](mailto:iiah@iiah.org)