



Hello New & L2C Curlers,

We have a new website set up by ActionWebServices out of Nova Scotia. Rick & I are figuring out how it works & it is very much a work in progress. There are certain things we can add/change & other things can only be done by our provider. Below is information for you to be able to login to the website as a member & receive information only members can access such as Board minutes, your teams, etc.

You will receive a Username & temporary password when we have you entered into our database.

Your **Username** is: lastname_firstname example: Curler_Jane or curler_jane

Go to our website www.pembrokecurlingcentre.ca. In the **Member Login** area at the bottom of the home page enter your **Username** & the **password** sent to you.
(HINT- I have found it best to copy the password & paste it in the password box.)

From the **MEMBER'S HOME** menu at the top of the page, select **My Information**. This will direct you to your new profile. Click **Edit** and then select **Update Your Profile**. Click the **User info** tab. Scroll down to **Password** and type your desired password. Repeat this password in the **Verify Password** box. Enter the random password you received in your email into the **Current Password** box. Once that is completed, click **Update** at the bottom of the page. Your password and information will now be saved.

Log out and log back in again with your new password to make sure that it works correctly. Sometimes you will get a large error message 404. Click the HOME button beneath the 404 & you should go to the HOME page & see that you are logged in. You can now go back to the **MEMBER'S HOME** at the top of the HOME page & fill out your information. There are several pages to fill out such as User Info, Contact Info, Emergency Info etc. You will not be able to fill out all the fields at this time. **NOTE:** Wait until you have finished entering or changing all data to select the **UPDATE** button or you will have to logout & login to update more information.

Email lomorecurl@nrtco.net or call 613-633-9519 if you have any problems.

Margaret & Rick Lomore