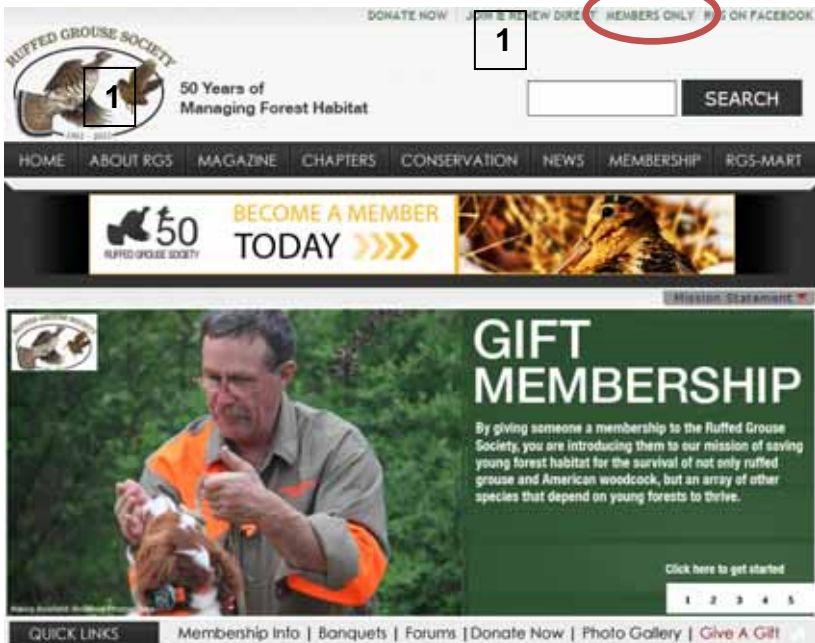


## FORUM REGISTRATION

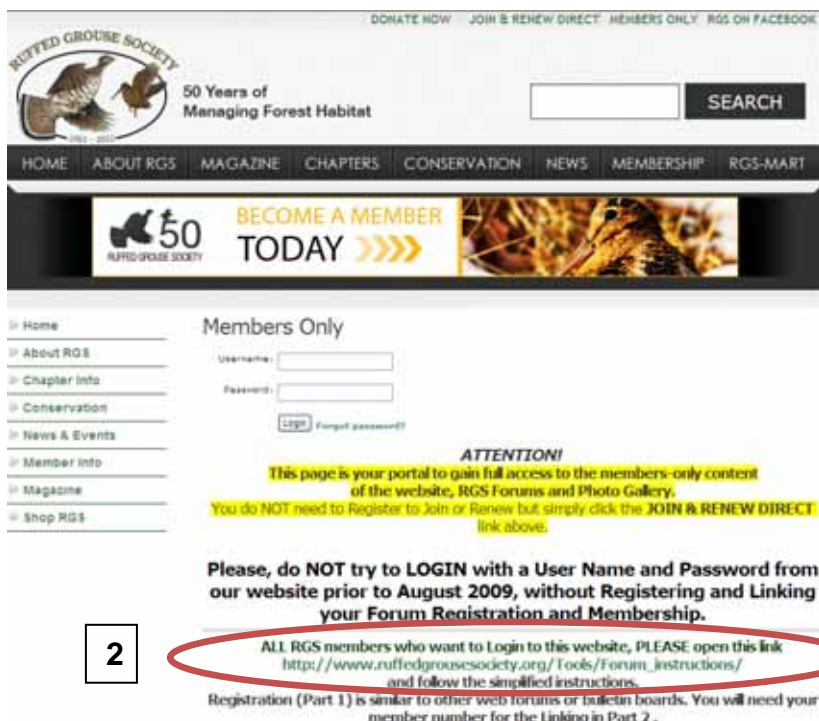
Users may access and view portions of the RGS Forums without registering. All FIRST TIME access to the members-only portions of the RGS website Forums, Photo Gallery and Member-only pages must be initiated via the Register button on the RGS Forums home page. Users then link their registration to their membership record. Full instructions are provided below.

**Note: This process should only be necessary one time, so please complete it to gain full advantage of your membership.**

From the main website, you've opened 1. MEMBERS ONLY page and then ...



2. The instructional hyperlink: [http://www.ruffedgrousesociety.org/Tools/Forum\\_instructions/](http://www.ruffedgrousesociety.org/Tools/Forum_instructions/).



The screenshot shows the Ruffed Grouse Society website. On the left, there are instructions for forum registration, divided into Part 1 (Forum Registration) and Part 2 (Link Your Account). Part 1 includes steps like clicking 'Register', filling out information, and agreeing to forum rules. Part 2 includes clicking 'Complete Registration' and clicking the 'Forums' link. A red circle highlights the 'Register' button in the top right corner of the website's navigation bar.

Once registration is complete, mouse-over **Part 2 LINK YOUR ACCOUNT** to open those instructions.

If you find you need additional help beyond that provided in Part 1 and Part 2 above, you may click one or more of **Registration Procedure** or **Linking Procedure** or combined **Registration & Linking Procedures** shown at 3. below, then continue reading below.

**ALL RGS members who want to Login to this website, PLEASE open this link**  
[http://www.ruffedgrousesociety.org/Tools/Forum\\_instructions/](http://www.ruffedgrousesociety.org/Tools/Forum_instructions/)  
**and follow the simplified instructions.**

Registration (Part 1) is similar to other web forums or bulletin boards. You will need your member number for the Linking in Part 2 .

If you need clarification of the above link instructions via detailed screen by screen help, please open one of the Procedures below. NOTE: the recent forum upgrade changed the names and locations of some items and new Procedure files are being developed. Look in the upper right of the Forums for the Register button

**3** Registration Procedure or Linking Procedure or combined Registration & Linking Procedures

Visitors wishing to post only within the Public Forums, need only Register.

If you experience issues, please read the FAQs for quick answers to many common questions/problems, especially FAQs 11 ('...security token...' issue), 13 (login issues), and 14 (renewal login).

Revised 01/23/2012

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I'm Registered and Linked and ready to explore.  
[Go to the RGS Forums](#)  
[Go to the RGS Photo Gallery](#)

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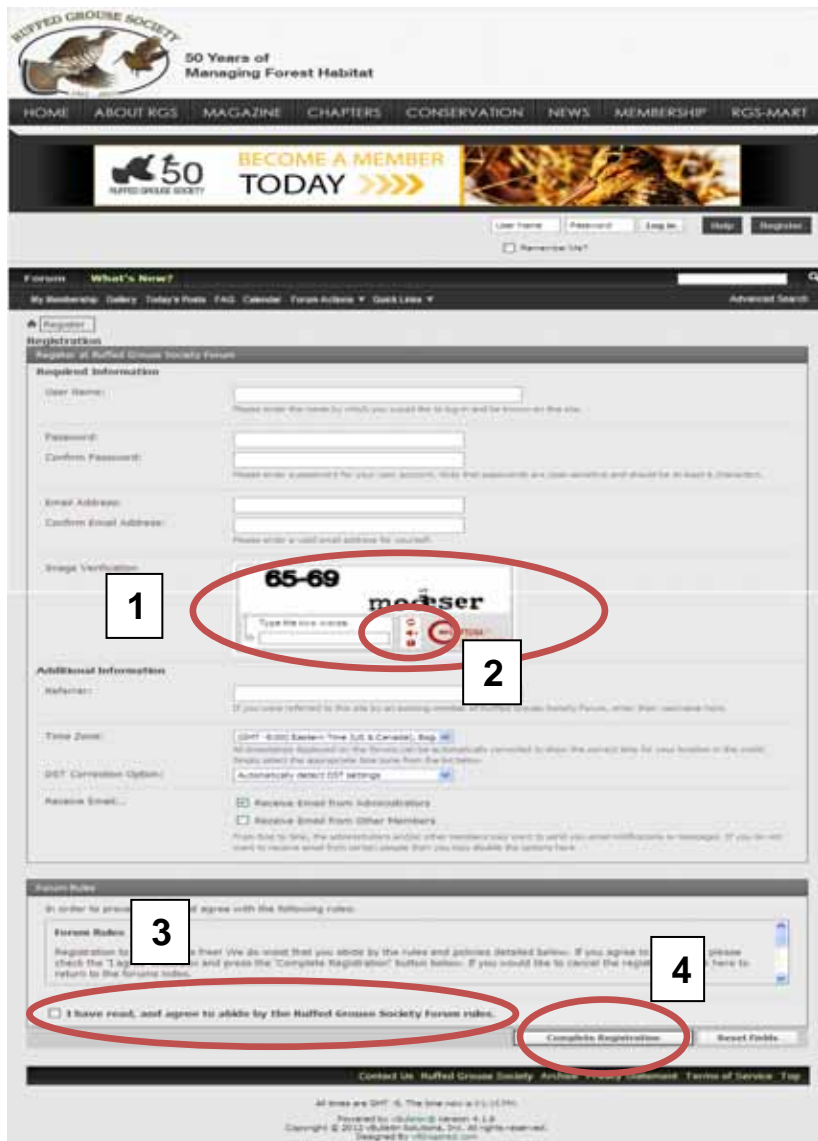
**Member-only areas:**  
 These are areas available only to RGS members whose membership has not expired. In addition to the areas described above, there are pages for **Management Area Program** project reports and the **RGS Banquet Manual**, and various benefits/discounts provided to RGS members via various webpages only available to logged in members.

Switch back to the original browser window showing the Forum page with the simplified instructions to the left as pictured at the top of this page. Read the instructions on the left and do the requested procedures in the right-hand portion of your window. This file opened in a new browser window so you can refer back to it, as necessary.

Click **Register** on the Forums page, circled above. On the Registration screen below, enter your preferred User Name. *To avoid being added to spammers' email lists, do NOT use your full email address.* If the area turns green, the Username is valid and not in use. If it turns pink, you must enter a different User Name. Enter your preferred Password twice. Passwords should be **at least 6 characters (preferably 8)**, consisting of a mixture of upper and lower case letters, numbers and symbols. The most secure passwords avoid words, your or other person's names, pet's names, birthdates, or driver's license number. Enter your email address twice. Type the Image Verification "words" in the box, exactly as shown, including a space between the "words", punctuation and capitalization, if needed. In this case (see 1. below), you would type **65-69 modaser**. If the "words" are too difficult to decipher, click the top button with the red double arrows (circled at 2. below) until you can read one. You must complete the Image Verification within a reasonable time or the system will indicate that whatever you type does not match.

**Do NOT use your browser's Back button to move back and forth during this process!**

If an RGS Forum user referred you to the site, enter their RGS Forums **User Name** in "Referrer", if not, leave blank. Select your Time Zone and the DST (Daylight Savings Time) option. Leave "Receive Email from Administrators" checked, so the Forum admin/webmaster can send you forum-related emails. Read and agree to the Forum Rules (3). Click **Complete Registration** (4) Click the **Reset Fields** button, if you need to start over.



The following screen will be presented with your new User Name. Your registration is complete but you can now personalize your Forum experience by using one of the hyperlinks shown on the page and explained below.

**RGS members should continue reading the instructions and complete the Linking procedure beginning on page 7.**

The screenshot displays the Ruffed Grouse Society website. At the top left is the logo for the Ruffed Grouse Society, featuring two grouse birds and the text "RUFFED GROUSE SOCIETY" and "1961 - 2011". To the right of the logo is the text "50 Years of Managing Forest Habitat". Below the logo is a navigation menu with links: HOME, ABOUT RGS, MAGAZINE, CHAPTERS, CONSERVATION, NEWS, MEMBERSHIP, and RGS-MART. A large banner below the menu reads "50 RUFFED GROUSE SOCIETY BECOME A MEMBER TODAY" with a bird image. Below the banner is a login section with fields for "User Name" and "Password", a "Log in" button, a "Help" button, a "Register" button, and a "Remember Me?" checkbox. Below the login section is a forum navigation bar with "Forum" and "What's New?" tabs, a search bar, and a "q" icon. Below the forum bar are links: "My Membership", "Gallery", "Today's Posts", "FAQ", "Calendar", "Forum Actions", "Quick Links", and "Advanced Search". The main content area shows a "vBulletin Message" box with the text: "Thank you, [redacted], Your registration is now complete. You may now proceed to edit your **Profile** in order to fill in additional personal details about yourself, or you could modify your **Options** to customize your browsing experience of this site. If you would rather do these things later, you can do so by following the links around the site to your **User Control Panel**. Alternatively, you can simply go back to the **Forums** and start posting in threads." A box labeled "Your User name" points to the redacted area. At the bottom of the page is a footer with links: "Contact Us", "Ruffed Grouse Society", "Archive", "Privacy Statement", "Terms of Service", and "Top".

Click one of the four hyperlinks in the above vBulletin Message to take you to one of the following 5 screens.

RGS members wishing to link their registration and RGS membership should choose the third link – **User Control Panel** – and continue reading and also complete the instructions starting on page 7.

First, you can **"Edit Profile"** including **"Edit Email & Password"**; see page 7. It is strongly suggested that you use the same email address for everything "RGS", so make the My Membership email address shown after Linking and this one the same. You may also add **"Date of Birth"** (the system automatically sends a Happy Birthday email on the date entered) and your user name, and age if so desired will show on the Forum's **"Default"** Calendar, etc. **Save** any changes. **Second**, click **"Options"** and you may adjust many other items under **"Settings and General Settings"** for your Forum experience by clicking each of the hyperlinks circled on the left. **Save** any changes.

**RUFFED GROUSE SOCIETY**  
50 Years of  
Managing Forest Habitat

HOME ABOUT RGS MAGAZINE CHAPTERS CONSERVATION NEWS MEMBERSHIP RGS-MART

**BECOME A MEMBER TODAY**

Welcome, [User Name] Notifications My Profile Settings Log Out

Forum **What's New?**

My Membership Gallery New Posts Private Messages FAQ Calendar Community Forum Actions Quick Links Advanced Search

**Settings** Edit Profile

**My Messages**  
Inbox  
Sent Items  
Send New Message  
Track Messages  
Edit Folders

**My Subscriptions**  
Subscriptions

**My Settings**  
My Profile  
Edit Profile  
Edit Profile Picture  
Edit Avatar  
Edit Signature  
Profile Privacy  
My Account  
Edit Email & Password  
General Settings  
Edit Ignore List  
Networking  
Friends & Contacts  
Event Reminders  
Miscellaneous  
Attachments

**Edit Profile**

**Registration Required Information - All fields are required.**

Email & Password:   
Please click the button below to edit your email address and password. Passwords should be at least 6 characters. Any changes you've made on this page will not be saved.

**Optional Information - All information will be viewable by other forum members.**

Date of Birth: Month:  Day:  Year (Optional):   
Your date of birth and age are displayed in several places on the forum. Only the administrator will have access to your date of birth should you choose to hide it via the privacy option below.

Privacy:

Home Page URL:   
If you would like to let other visitors to this site know the URL of your own web site, enter it here.

**Instant Messaging**

ICQ Number:   
AIM Screen Name:   
MSN Messenger Handle:   
Yahoo! Messenger Handle:   
Skype Name:   
You may enter your registered identity for the instant messaging networks if you would like other visitors to be able to contact you using that medium.

**Additional Information**

Biography:   
A few details about yourself

Location:   
Where you live

Interests:   
Your hobbies, etc

Occupation:   
Your job

Contact Us Ruffed Grouse Society Archive Privacy Statement Terms of Service Top

The screenshot shows the Ruffed Grouse Society website. At the top left is the logo with the text "RUFFED GROUSE SOCIETY" and "50 Years of Managing Forest Habitat". Below the logo is a navigation menu with links: HOME, ABOUT RGS, MAGAZINE, CHAPTERS, CONSERVATION, NEWS, MEMBERSHIP, and RGS-MART. A banner below the menu says "50 RUFFED GROUSE SOCIETY BECOME A MEMBER TODAY" with a bird image. Below the banner is a user navigation bar with links: Welcome, Notifications, My Profile, Settings (circled in red), and Log Out. Below this is a forum section with a search bar and a "What's New?" link. The main content area is titled "Settings" and "Edit Email & Password". It contains sections for "My Messages" (Inbox, Sent Items, Send New Message, Track Messages, Edit Folders), "My Subscriptions" (Subscriptions, Edit Folders), and "My Settings" (My Profile, Edit Profile, Edit Profile Picture, Edit Avatar). The "Edit Email & Password" section has fields for "Enter your present password to continue:", "Edit Password (Optional)" (New Password and Confirm New Password), and "Edit Email Address (Optional)" (New Email Address and Confirm New Email Address). There are "Save Changes" and "Reset Fields" buttons at the bottom.

Third, to use the **User CP** to link to your RGS membership follow the directions starting on page 7. You may make any of the changes referenced above at any time when logged in by clicking **Settings** (previously labeled **User Control Panel**).

Fourth and finally, you may simply click **Forums** to go the **Ruffed Grouse Society Forums** page and make a selection to start browsing the **Public Forums**, **Member-only Forums** (only available to Registered & Linked RGS members) or the **RGS Marketplace**.

Click **Gallery** to be taken to the RGS Photo Gallery. Clicking **Home** or one of the other top level menu options returns you to the main RGS site.

This screenshot shows the same Ruffed Grouse Society website as above. The navigation menu at the top has "HOME" circled in red. Below the banner, the user navigation bar has "Settings" circled in red. In the forum section, the "Gallery" link is circled in red. The main content area shows "Subscribed Threads with New Posts: (0)" and a message: "There are no subscribed threads to display in this folder for this time period." with a "View all Subscribed Threads" link. At the bottom, there are "Quick Navigation" and "Settings" links.