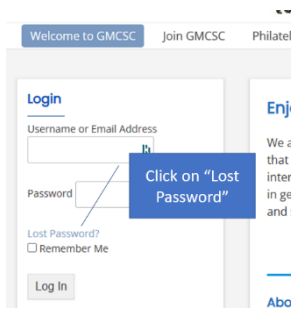


How to Reset your Greater Mound City Stamp Club (GMSCC) website password

If you have forgotten your Username or Password you will not be able to access all the features of the GMSCC website. Please print out these instructions to insure you can log in each time you visit the site.

1. Go to the site <https://greatermoundcity.org>



2. In the Login block on the left side of the screen, click on "Lost Password?" (fig. 1)

3. Once the Lost Password page loads, type in your email address and click the "Reset Password" button (fig. 2)

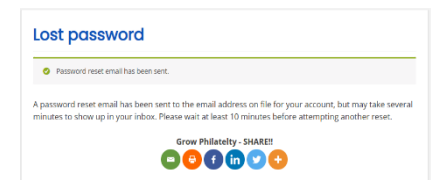


2. Lost Password Screen

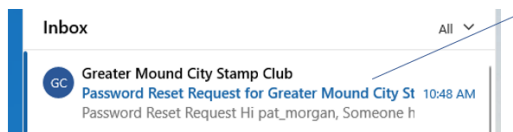
1. Lost Password?

4. The screen will confirm the email was sent (fig. 3)

5. Open your email tool and locate the Password Reset email that was sent from the website.



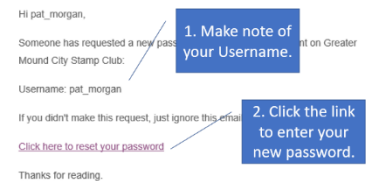
3. Email Sent confirmation.



Locate this email in your inbox and open it

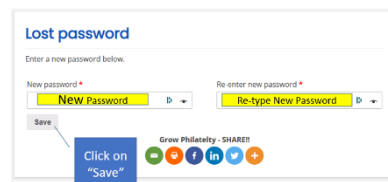
If you don't get this email use webmaster@greatermoundcity.org via email to get additional help.

6. In the email, please make note of your Username which is included and then click on the link to reset your password (fig 4).



4. Password Reset Email

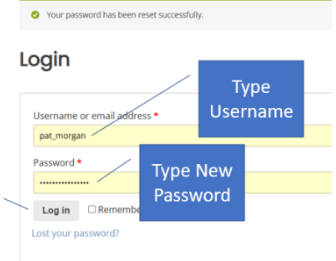
7. On the Reset Password screen, enter your new password, re-enter it, and click on the "Save" button (fig 5). Try not to forget it.



5. New Passwords

8. A new login screen will appear where you can now enter your Username and your new password (fig 6).

My account



6. Login using new password

9. After you are logged on click on the banner at the top of the screen to return to the Home page (fig 7).



7. Banner

Congrats, you can now successfully log on to the site! Any problems with these instructions can be sent via email to the webmaster@greatermoundcity.org