



## Process to “join” your MyPhotoClub club site.

There are three simple steps to access your club site:

1. Find your site.
2. Have an account.
3. Join your club.

### Step 1 – find your site.

Your club will have a site address like this <https://shortname-of-club.myphotoclub.com.au>  
e.g. wangi.myphotoclub.com.au.

If you cannot find the site address or type it in incorrectly the system may send you to the home page myphotoclub.com.au. From there (and on any MyPhotoClub site) the All Sites icon in the top right will display a list of all sites. Select your club from this list.

When you are on your club site you can sign in and join by following the Join our Club button.

The screenshot shows the Darwin Camera Club website. At the top, there is a navigation bar with 'Darwin Camera Club', 'LOGIN/REGISTER', and 'ABOUT US - CONTACT'. On the right, there is a 'support' button and an 'All sites' icon. The main content area features a 'Welcome!' message on the left, a central image of a camera roll and film strip with 'DARWIN CAMERA CLUB' text, and an 'About our club' section on the right. Below the main content, there is a blue banner with 'WELCOME TO YOUR NEW WEBSITE.' and a 'JOIN OUR CLUB' button circled in red. Below the banner, there is a search bar and a list of upcoming events.

### Step 2 – have an account.

Everyone requires an account to sign into. Your email address is used to sign in. If you have entered a competition or belong to a club that uses MyPhotoClub then you already have an account.

When you click on the Join our Club button you will be prompted to sign in or create a new account.



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If you are unsure use the Forgot your password? link at the bottom of the sign in box. The system will send you a password link or advise you if your email address is not registered. When resetting your password the system will suggest a complex password. You can type over this suggestion to create a more memorable password. Never use the same password you use for important sites like banking or your email service.

*You should only have one account with MyPhotoClub. Use your personal email address for the account.*

*If you have an office holder email address you can assign this to your account as an alternate for this site. This hides your personal email address.*

### Step 3 – Join your club

Once you have signed into your account (using the Join Our Club button) you will see information that your club has created to inform you of what processes needs to be followed to join.

If you have been given a joining code, you can enter this code to join immediately:

BSB:123456

This will be the response for a successful code. If your club has grades there will be a button to use to nominate the grade you are in.

BSB:123456

**OK - you are now a member!! Return to the home page by clicking on the icon in the top left corner. The grey Members button will be visible on the right side of the page. Use this to enter competitions. (scroll down on a small screen)**

[CLICK HERE TO SET YOUR CURRENT GRADE](#)



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## Grey members buttons = Success!

When you return to the home page you will see a series of buttons. This signifies you are current member of this site. Use the first Mem bers button to access most of MyPhotoClub’s features for club members.



The members page looks like this. There are several buttons along the top right to access various items. On the top right there is a year selector and a help button.

The rest of the page is divided in half. On the right are the competitions/activities that are open for entry. Below your club entry buttons is information/links to various MyPhotoClub competitions currently open.

On the left competitions/activities that are published are listed. You can review and comment on member’s entries here.

