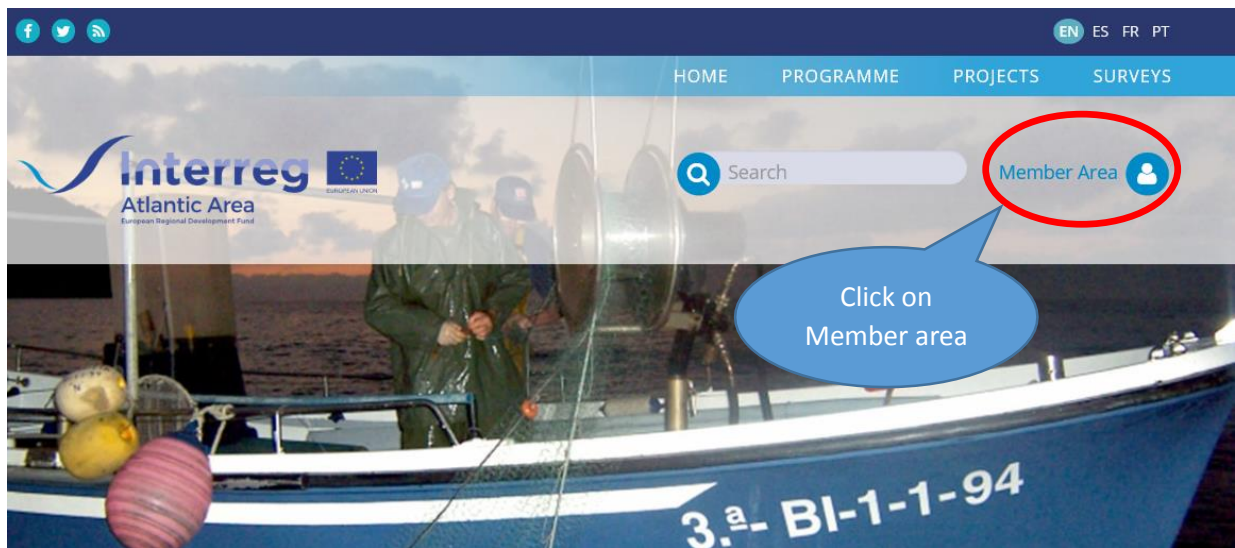


## ATLANTIC AREA 2020 COOPERATION PROGRAMME

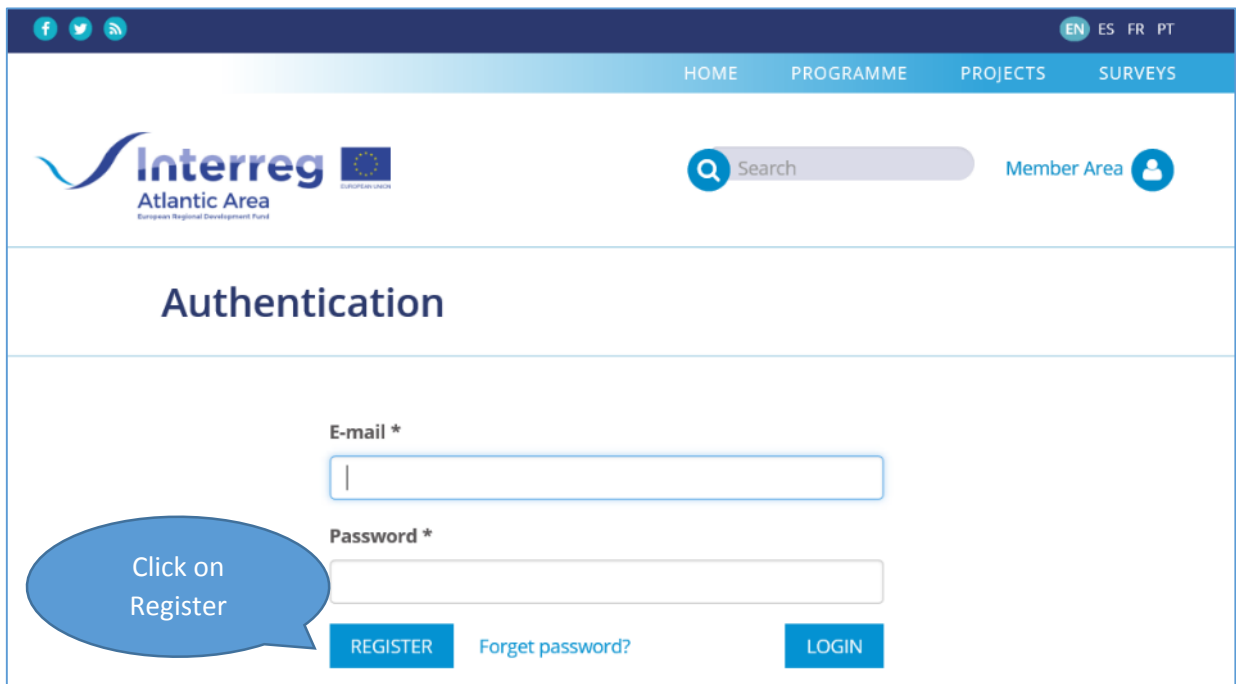
### Programme website user registration guide

1. Open the Programme website <http://atlanticarea.eu/>

2. Click on Member Area

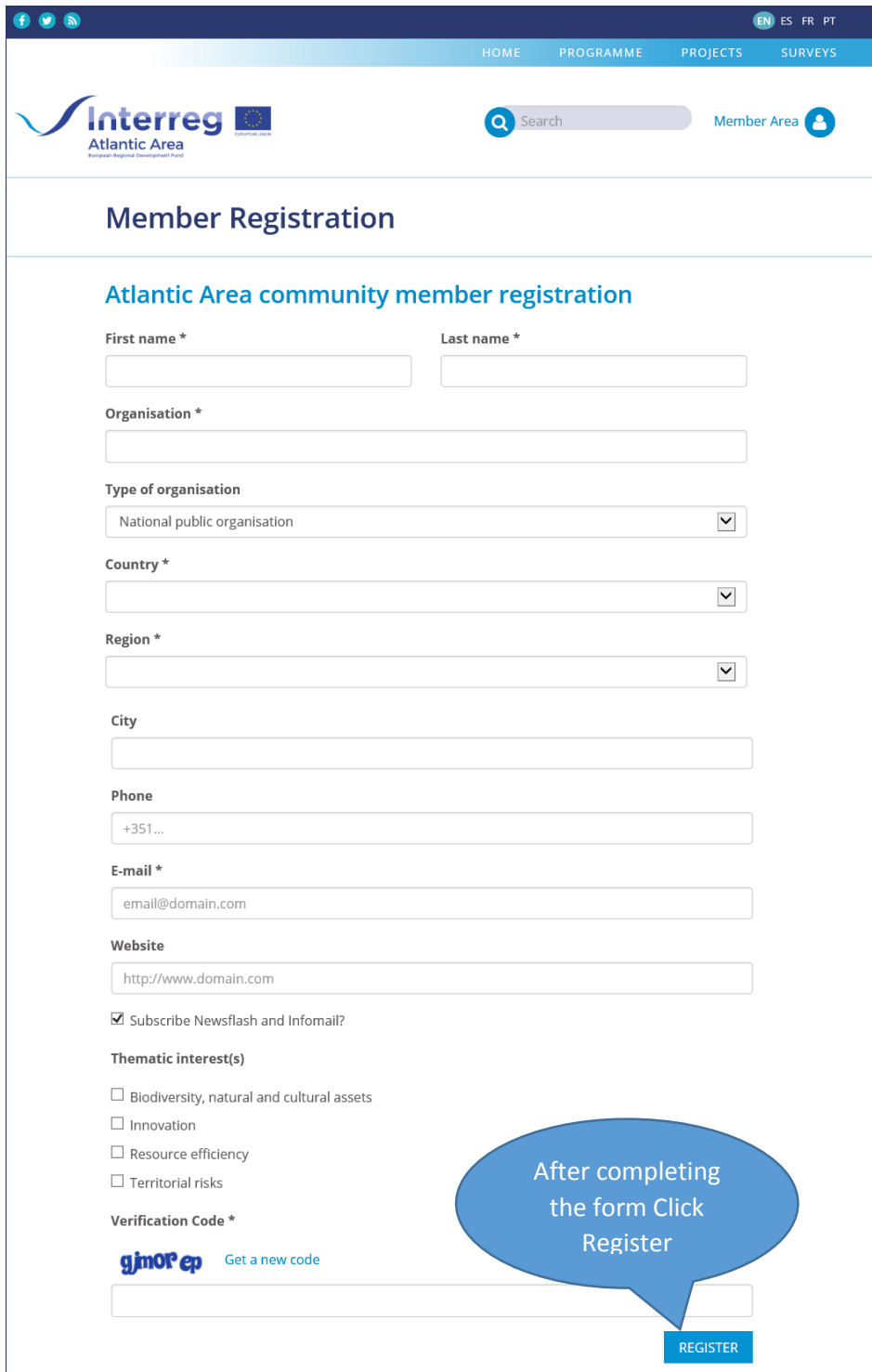


3. Click on Register



The screenshot shows the authentication page of the Interreg Atlantic Area website. The page title is 'Authentication'. It features two input fields: 'E-mail \*' and 'Password \*'. Below the fields are three buttons: 'REGISTER', 'Forget password?', and 'LOGIN'. A blue callout bubble with the text 'Click on Register' points to the 'REGISTER' button. The navigation menu and search bar are visible at the top.

## 4. Complete the form

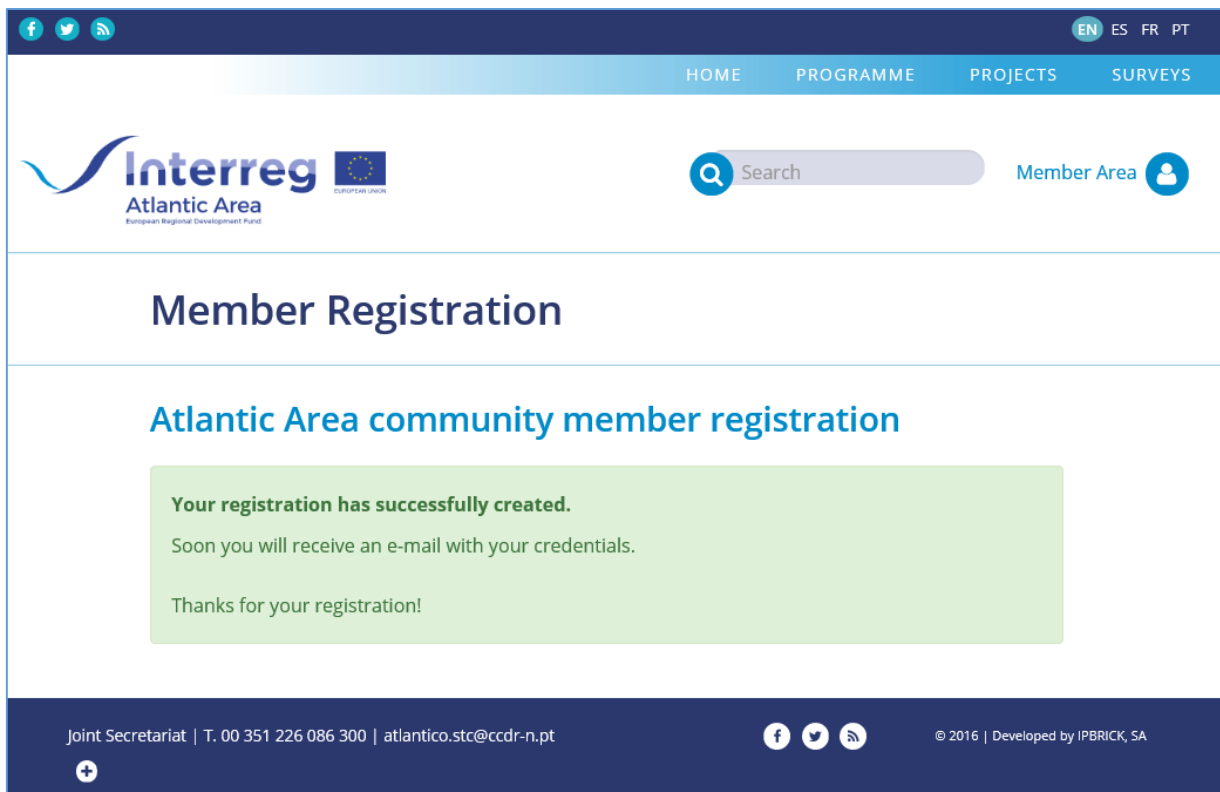


The screenshot shows the 'Member Registration' page on the Interreg Atlantic Area website. The page has a dark blue header with navigation links: HOME, PROGRAMME, PROJECTS, and SURVEYS. Below the header is a search bar and a 'Member Area' link with a user icon. The main content area is titled 'Member Registration' and contains the following fields and options:

- Atlantic Area community member registration**
- First name \*** and **Last name \*** (text input fields)
- Organisation \*** (text input field)
- Type of organisation** (dropdown menu, currently showing 'National public organisation')
- Country \*** (dropdown menu)
- Region \*** (dropdown menu)
- City** (text input field)
- Phone** (text input field, starting with '+351 ...')
- E-mail \*** (text input field, showing 'email@domain.com')
- Website** (text input field, showing 'http://www.domain.com')
- Subscribe Newsflash and Infomail?**
- Thematic interest(s)** (checkboxes):
  - Biodiversity, natural and cultural assets
  - Innovation
  - Resource efficiency
  - Territorial risks
- Verification Code \*** (text input field) with a **gjmofep** logo and a **Get a new code** link.
- REGISTER** button

A blue speech bubble callout points to the 'REGISTER' button, containing the text: "After completing the form Click Register".

## 5. The following message will appear



The screenshot shows the website's header with navigation links (HOME, PROGRAMME, PROJECTS, SURVEYS) and a search bar. The main content area displays a green confirmation box with the following text:

**Member Registration**

**Atlantic Area community member registration**

**Your registration has successfully created.**  
Soon you will receive an e-mail with your credentials.  
Thanks for your registration!

The footer contains contact information for the Joint Secretariat and copyright information for IPBRICK, SA.

## 6. In your email box you will a message like follows:

Atlantic Area community member account created | REF<reference number>  
Atlantic Area [atlantico.stc@ccdr-n.pt]

Your Atlantic Area community member account has been successfully created.

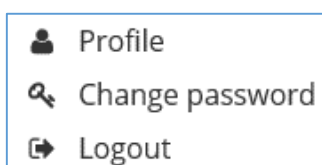
Your access credentials are:

Username: <user.name@email\_account>




Password: <generated password>

**To log in when visiting our site just click "Member Area" at the right top of every page, and then enter your e-mail address and password.**

**7. After completing the registration you may change your password. To do, you must login, click in your user name and then in Change password:**



A dropdown menu with three options:

-  Profile
-  Change password
-  Logout

8. Edit the actual and new password:

## Change password

Actual password

New password

Confirm new password

**CHANGE**

After choosing the new password click Change

9. A message password changed successfully appears:

## Change password

Password changed successfully.