

## Member Directory Instructions

### To Enter a Biography

Click "**My Account**" (located in the menu at the top of the screen, right of the logo). Use the Login ID and password emailed to you (if you do not remember this information, please call the Board office).

Once you click the "**SUBMIT**" button from the login screen, the "*Member Services Menu*" appears.

Scroll down (if necessary) to the **UPDATE MY ACCOUNT** category. Click the "**Personal Information**" (in blue).

Enter your biography information.

Click "**SUBMIT**"

### To Upload a Photo

Scroll down (if necessary) to the **UPDATE MY ACCOUNT** category. Click the "**Personal Information**" (in blue).

Click the "**Upload Photo**" (right side of screen – in blue).

Click "**Browse**" to find the picture file desired on your computer.

Click on the selected picture.

Click "**Upload Picture**".

Click "**Ok**".

### To Add Your Website Link

Scroll down (if necessary) to the **UPDATE MY ACCOUNT** category. Click the "**Personal Information**" (in blue).

Scroll down (if necessary) to enter your **Complete Webpage address**.

Click "**SUBMIT**".

## Member Forum Instructions

You **MUST** login to your AAABoR account before you can register or Login to the forum. This allows us to keep it as a "members only" area.

1. Login to your [AAABoR account](http://AAABoR.com), using your MLS Login ID and password.
2. Choose the option "**Member Forum/Discussions**" located under the title '**Member Community**'. (\*Please note: if you choose to post a topic or reply to any category, you **MUST** register (or login if you have already registered), however, you may read any of the topics without registering).
3. Choose the "**Register**" (or Login) option located on the upper right side of the screen. (\*Please note: you may have your Login ID and password the same as your MLS Login and password).
4. Choose your Category.
5. "Blog" away.

If you don't remember your AAABoR MLS Login ID or password,  
call the Board office at (734) 761-7340.