

AIBD Member Center Login Instructions

Hello and welcome to the American Institute of Building Design's Member Center, your location for managing your membership in AIBD.

1. Login:

- a. **If you are a member of AIBD and this is your first time logging in**, click the "Forgot your Password?" link and go to instruction #3.
- b. If you have logged in before, enter your email address and password and click GO.

NOTE: It is important that you use the email address that AIBD has been using to communicate with you. The system will recognize you as a "member" only by using the email address AIBD already has on file.

NOTE: This system is linked the AIBD Member Center/Forum but you must enter your email address when prompted to enter. Click "Forever" or "Always" to stay continuously logged in. Once you are on the Forum, you may book mark the page.

netFORUM Team/Pro - Windows Internet Explorer
https://netforum.avectra.com/eweb/DynamicPage.aspx?Site=AIBD&WebCode=LoginRequir

File Edit View Favorites Tools Help

Google Search Share Sidewiki Check AutoFill steve...

netFORUM Team/Pro

AIBD American Institute of Building Design

Home Login

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AIBD Home

Login

Please provide your e-mail address and password to login.

If your login information is displayed below, then you are already logged in.
If you are a visitor and not a registered user, please use the [New Visitor Registration](#) to register for the site.

Primary E-Mail Address:
steve.mickley@aibd.org

Password:

Remember Me

[Forgot your Password?](#) **Go**

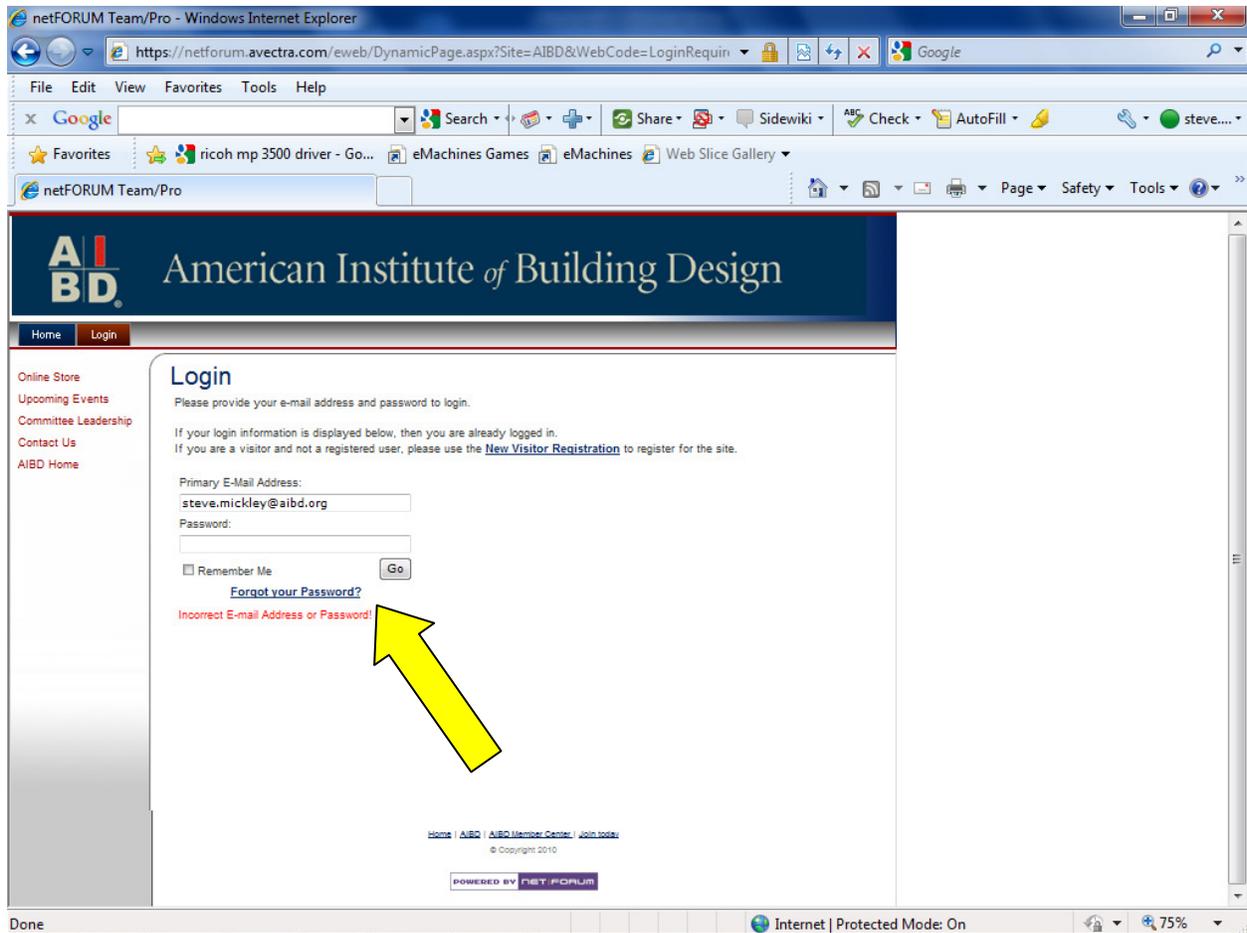
Home | AIBD | [AIBD Member Center](#) | [Join today](#)
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POWERED BY **NET FORUM**

Internet Protected Mode: On 75%

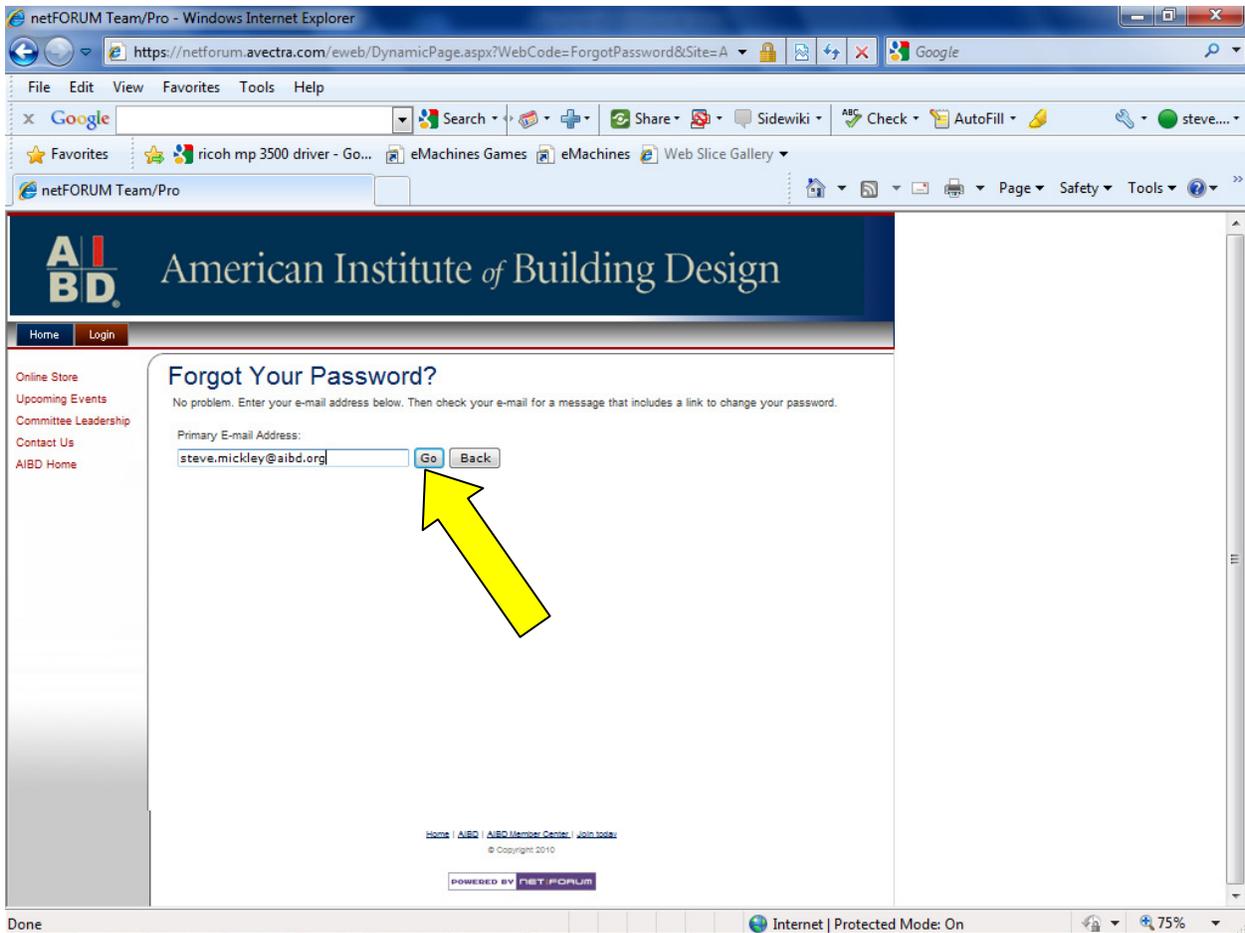
2. If your login information is correct, the welcome page will address you personally and the “My” tabs will appear below the header.

The screenshot shows a Windows Internet Explorer browser window displaying the AIBD website. The address bar shows the URL: <https://netforum.avectra.com/eweb/DynamicPage.aspx?WebCode=HomePage&Site=AIBD>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The address bar contains a search box and a 'Sign In' button. The website header features the AIBD logo and the tagline 'Creating where people live™'. Below the header is a navigation menu with tabs for Home, My Account, My Transactions, My CE Credits & Certification, My Events, and Logout. The main content area is titled 'Welcome Desiree A. Certification' and includes a sub-heading 'Group personal and business insurance is now available'. The text below states: 'AIBD has recently endorsed insurance plans administered by Association Health Programs (AHP). These programs are being made available to all members, their families, staffs, and relatives including parents and grandparents. We offer health, life, and long-term care insurance, disability income and critical illness, dental & vision, Medicare supplements and Medicare Part D, financial and retirement planning, and other specialized services for association members and their businesses...' followed by a link to 'more'. A call-to-action box says 'Put 60 years of experience behind your name... [Join AIBD](#)'. Below this is a blue box with the text 'AIBD members refer a potential member by clicking [HERE](#)'. The right sidebar contains sections for 'News' (with links to QuarterScale e-Newsletter archives, DesignLINES magazine archives, and Today's HomeDESIGN Professional Daily), 'Webinars' (listing 'First Tuesday @ 2:00' on June 7, 2011 - 2:00 to 3:00pm ET), and 'Events' (listing 'Virginia Society Tour of...'). The browser's status bar at the bottom shows 'Done', 'Trusted sites | Protected Mode: Off', and a zoom level of 100%.

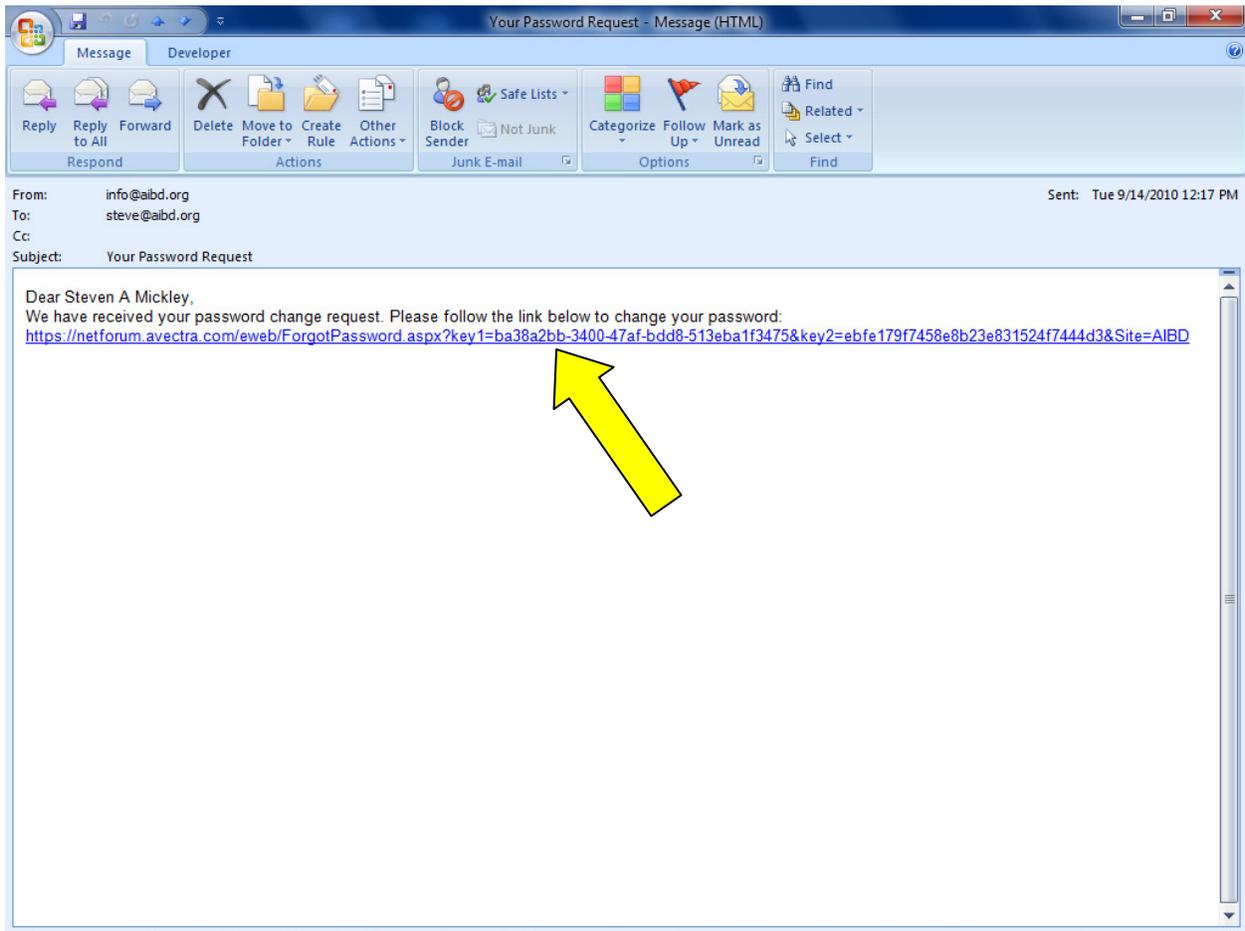
3. If you enter an email address or password the system does not recognize or you are logging in for the first time, you will receive an error message, "Incorrect E-mail Address or Password". If this happens, click the "Forgot your Password?" link.



4. Insert your primary email address. Click Go. An automated email will be sent to the address you have provided. Check your inbox and follow the instructions in the email to reset your password. (or establish a password, if this is your first time logging in)



5. Click on the link provided in the email.



6. Enter the password you desire to establish. Confirm the password by typing it again in the next field. Click Change. You will receive a confirmation message and a link back to the login fields. Follow instruction #4 to enter your AIBD membership account.

