Welcome to the MoASBO Portal

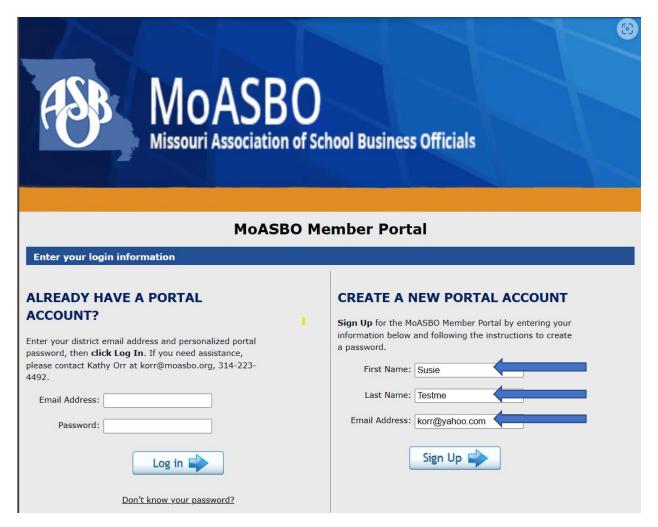


Mrs. Kim Cranston, Executive Director

Link to the MoASBO Portal:

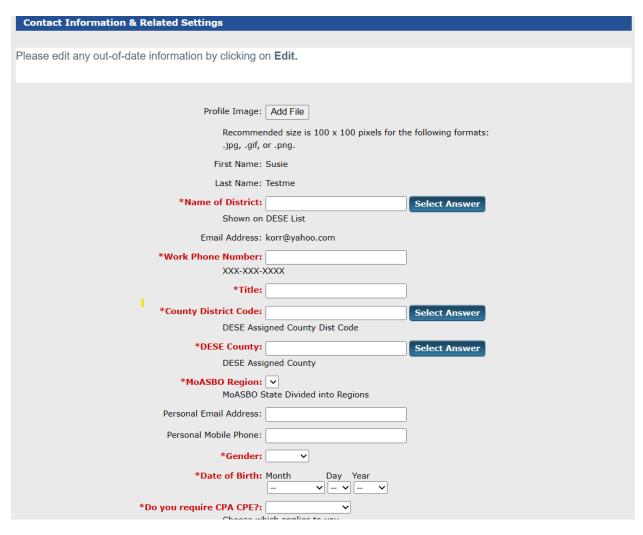
http://www.cvent.com/d/y5qx0w/3W

Set up your new MoASBO member portal.

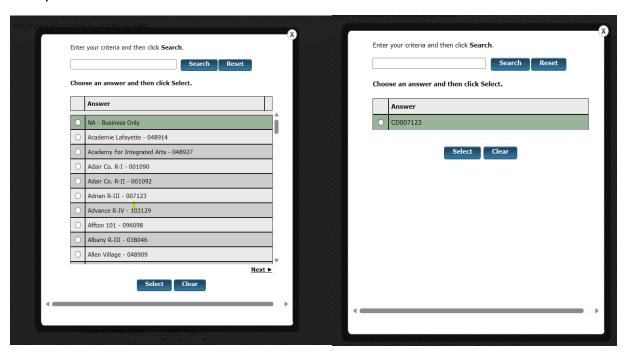


Complete your First Name, Last Name, and email address - Click on Sign Up

If you have been a member a pop-up box will appear. Click on that box.



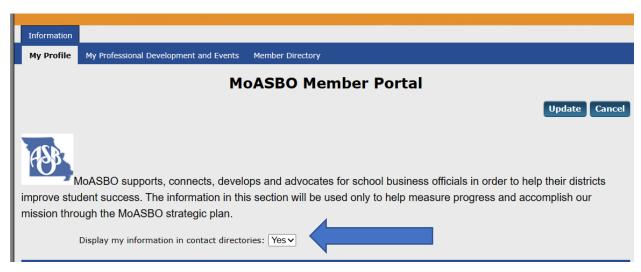
Complete all contact information.



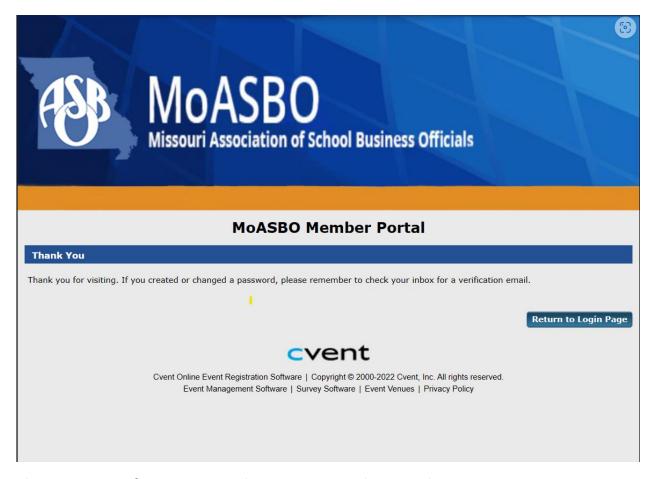
You can use the drop down on selected fields.

*Work Address 1:	1094 Pebble Beach Dr.
*Work City:	Fenton
*Work State:	Missouri
*Work ZIP/Postal Code:	63366
SFO Certification:	
SBS Certification Date:	
SBS Recertification Date:	
1	
Password Information	
Create a password that will be used to access this website. password cannot contain symbols or spaces. A verification of *Password: *Confirm Password:	
Purchase or Renew Membership	
Do you want to purchase a new membership item?	No v Cancel Next
	cvent
_	Software Copyright © 2000-2022 Cvent, Inc. All rights reserved. ware Survey Software Event Venues Privacy Policy

Set a password that you will remember.

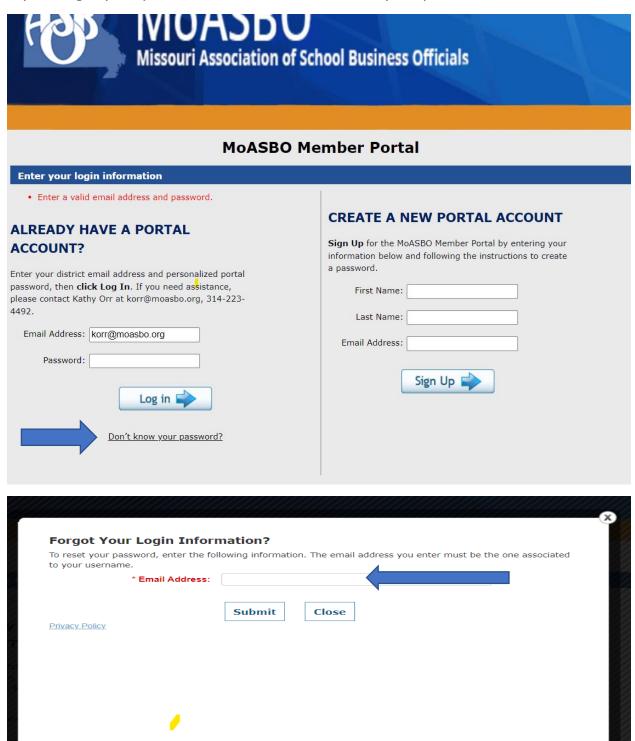


Pay attention to this button. If you select "NO" your information will not be in the member directory.



This screen confirms you now have access to the portal.

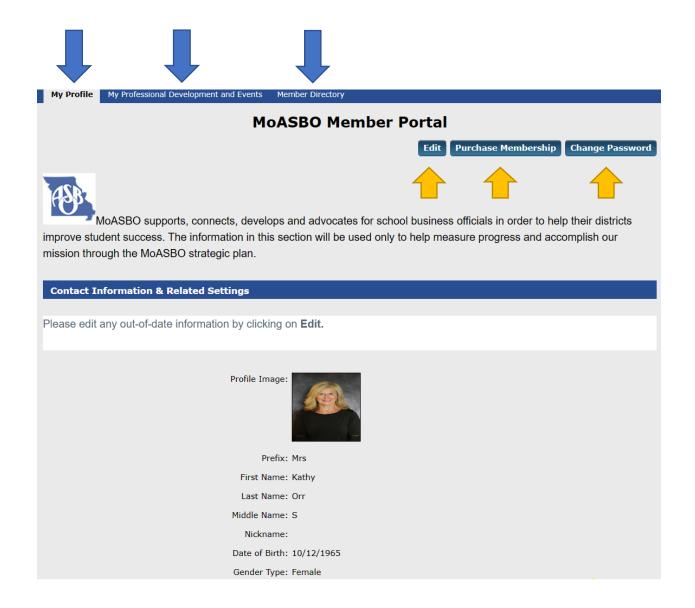
If you forget your password, click on "Don't know your password."



Enter the email address you used to set up the MoASBO Portal. You will receive an email to update your password.

Should you switch districts you must contact Kathy Orr at korr@moasbo.org to update your new district including new email address.

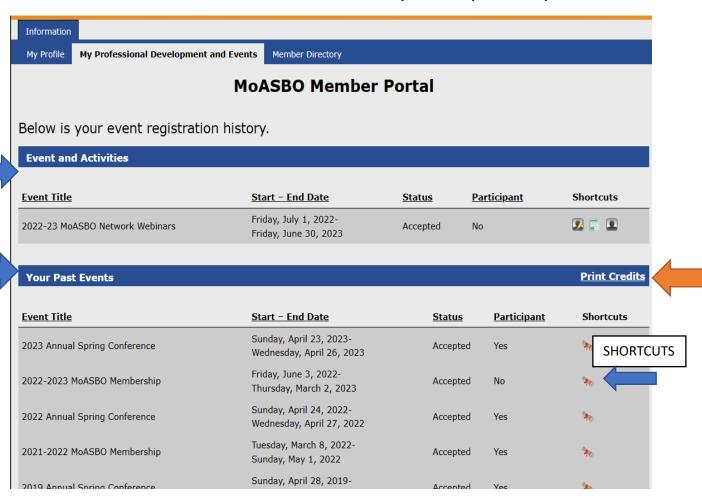
This is your Portal Homepage. There are three different tabs where you can find information on your profile, your Professional Development & Events, and a list of MoASBO Member Directory.



On this page you can make edits to your profile, purchase membership when available and change your password.

The professional development tab gives you all Your Past Events and Future professional development.

The button labeled "PRINT CREDITS is where you can print all your credits.



This is a screenshot of the credit page.

Credit Totals

Credit Type	Total Earned
Accounting (Governmental)	3.00
Auditing (Governmental)	1.00
Behavioral Ethics	1.00
Business Law	5.00
Communication and Marketing	1.00
Credits	6.00
Finance	1.00
Personnel/Human Resources	1.00
Regulatory Ethics	1.00

2014 Annual Spring Conference

Session Credits

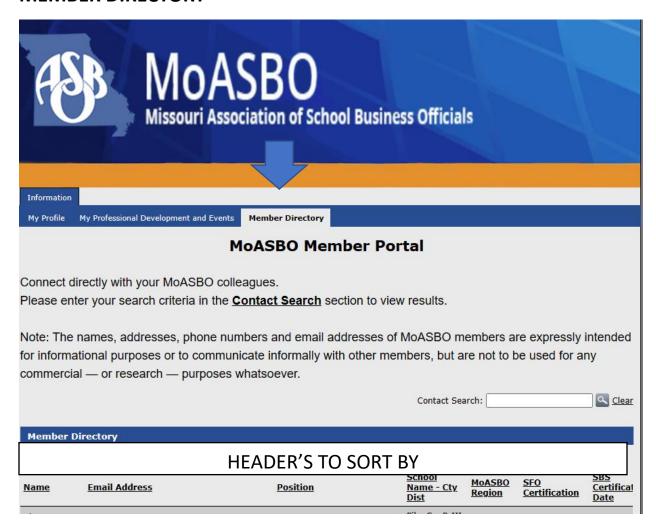
Credit Type	Credits	Expiration Date
Credits	6.00	

2018 Annual Spring Conference

Session Credits

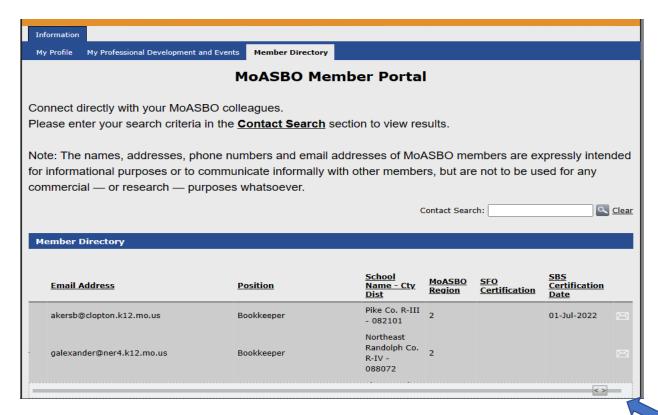
Credit Type	Credits	Expiration Date
Accounting (Governmental)	1.00	
Business Law	2.00	
Finance	1.00	

MEMBER DIRECTORY



The Member Directory has a list of members with their contact details such as email address, district, MoASBO region, SFO & SBS certification.

You can click on the header to sort the fields (Email Address, Position, School Name, MoASBO Region, SFO Certification and SBS Certification.



When reviewing information in the Member Directory pay close attention to the slide bar for more information.

You can move the slide bar to see more information.



If you click on this button, you can message members.

