

## New Log-in Instructions for the NSSA/NSCA Forums

If you are an NSSA/NSCA member, please read these new log-in instructions carefully. **Even if you had already registered before, you need to re-register now.** However, your previous posts will remain in the forums.

1. Go to <http://www.shotgunlife.com> and click on the Forum tab in the top right corner. This will take you to the main forum page.
2. Click on this link: “NSSA/NSCA Members Registering for the First Time Only, Please Click Here”.
3. Where it says “username (or Member ID)” please enter your membership ID number.
4. Where it says “E-mail address” please enter the email address on record with the NSSA/NSCA. If you have not registered your email address with the NSSA/NSCA, then contact the names below at the NSSA/NSCA to have your accounts updated with your email address before you can register with the forums.
5. Click on the “Submit” button.
6. Within a few minutes, you will receive your confirmation e-mail that contains a **randomly selected, secure, alpha-numeric password** and an activation link. Please write down your new password for future reference since it is not associated with your membership information.
7. Click on the activation link.
8. You will immediately receive acknowledgement that your new account is activated.
9. Return to the main forum page at <http://www.shotgunlife.com>.
10. Log in: Under “Sign In” enter your membership ID number, and under Password please enter your new password.
11. If you click on the box “Remember me” you will automatically be logged in every time you visit the forum.

You cannot change your user name in the NSSA/NSCA forums. However, **you are able to change your assigned password; in fact, you are encouraged to do so.**

If you would like to change your assigned password after you have registered please continue reading. In order to change your password, you must be logged in with your assigned password.

1. Go to “User Menu” on your right.
2. Click on “User Control Panel.”
3. Click on the “Profile” tab on the top left.
4. Click on “Edit account settings” on your left.
5. In the window “New password” enter your new password and then repeat it in the window “Confirm password.”
6. In the window “Current password,” enter your assigned NSSA/NSCA password.
7. Click on “Submit”.
8. You are now ready to participate in the official NSSA/NSCA forum using your new password.

If you have questions regarding your NSSA membership ID number or the status of your e-mail address, please contact Mary Masch at 210-688-3371 ext.112 or 210-254-1519 (direct line) or via email at [mmasch@nssa-nsca.com](mailto:mmasch@nssa-nsca.com).

If you have questions regarding your NSCA membership ID number or the status of your e-mail address, please contact Kimberly Gracia at 210-688-3371 ext.111 or 210-254-1513 (direct line) or via email at [kgracia@nssa-nasca.com](mailto:kgracia@nssa-nasca.com).

If you're experiencing technical problems with the forums or would like to report inappropriate behavior in the forums please email [contact@shotgunlife.com](mailto:contact@shotgunlife.com). If you have a technical question, please include your name and member ID number in the email.

If you believe that you have received a forum confirmation email in error, please send an email to [contact@shotgunlife.com](mailto:contact@shotgunlife.com).

Thank you for your participation.