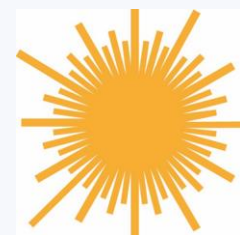


Welcome to Your Membership

*NAPT's new
membership platform*

User Guide

May 2020



The **National Association**
for **Proton Therapy**

Getting Started with YM

To better serve you, NAPT has launched a new membership platform. Members can now share files, connect with communities, and stay current with the latest news and advocacy updates.

We encourage you to reset your password, update your profile, join communities, and post to community feeds and forums.

If you have any questions about navigating through Your Membership, please contact Jane Fort at jfort@proton-therapy.org.

Learn how to INFORM, CONNECT, ENGAGE and LEARN here.

INFORM

- Reset your Password
- Update your Profile
- Choose your Settings

Reset your Password

- Click on My Profile – We have preset your password to ***password1***. Everyone has the same password to start, so for security purposes it is important that you reset this to something that you will remember.

Update your Profile

- Click on About – Please take 5 minutes to tell us about yourself. Fill in general information with address, preferred email address, professional experience. Be sure to “lock” any fields that you don’t want others to see.
- Upload your photo – Click on the generic photo box and choose Edit. Personalize your page by inserting your headshot.

Choose your Settings

- Click on Welcome “your name” – Choose Account & Settings. You can pick how you want to receive communication from NAPT. Select the frequency settings that suit you best.

CONNECT

- Join Communities
- Ask a Question of a Specific Group
- Add Connections

Join Communities

- Click on Groups – We have already added you to Communities (previously called Committees) that you were involved with before. The Group Page will allow you to join other groups, or you can remove yourself from any in which you don't want to participate. Join as many as you like.

Ask a Question of a Specific Group

- Click on the Group you want to address - As a group member, you can post to the group feed, add a blog, or post a question in the Forum section. This is a great way to start a dialog on a particular subject. Be sure to Subscribe to blogs and forums for each group.

Add Connections

- Click on Connections – You can connect with other members of NAPT from proton centers around the country. When you add connections, posts from those connections will show in your feed (like Facebook).

ENGAGE

- Post to your feed
- Send messages
- Submit blog posts
- Search Directory

Post to your Feed

- Click on My Feed - Let our members know about what's going on at your proton center. Post a photo of an event. Share anything that might be of interest to other members. Once you post, you can edit or delete your own post. Others can also comment.

Send messages

- Click on Messages - You can send messages privately to other members and connections.
- Click on Groups – If you are a member of a group, click on Actions and you can send a message or an email to the entire group.

Submit blog posts

- Click on Groups – When you are a member of a group, you can click on Blogs to add a post.

Search Directory

- Click on Directory – Find another member by using the search tool, or pull up all the members if you don't fill in any criteria. Connect with other members here.

LEARN

- [Access Resources](#)
- [Upcoming Events](#)
- [Careers](#)

Access Resources

- Click on Resources – A wealth of information is contained here. We will continually build this library, so please let us know if there is anything that we can add.

Upcoming Events

- Click on Events – Access all the information about upcoming meetings and events that NAPT offers.

Careers

- Click on Careers – Search for job openings in the proton community. Let us know if your center has any openings that you would like to add.

Contact Us

If you have any questions about navigating through Your Membership, please contact Jane Fort at jfort@proton-therapy.org.