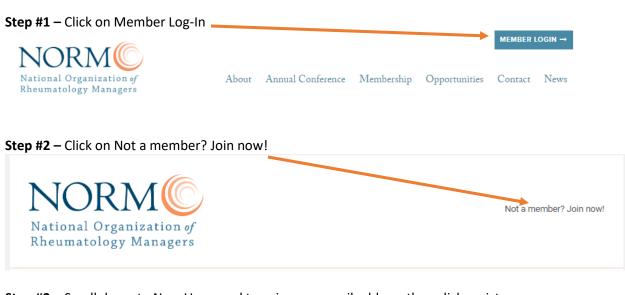
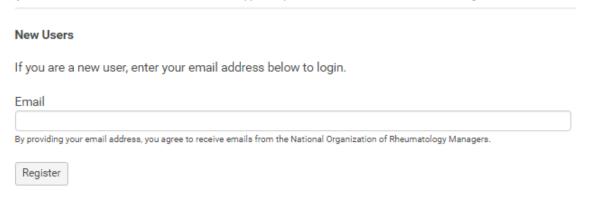
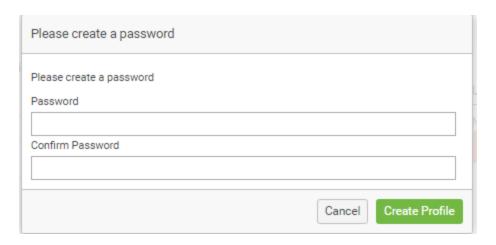
HOW TO JOIN NORM Step by Step Instructions for New Members



Step #3 – Scroll down to New Users and type in your email address then click register.



Step #4 – Create your password and then click Create Profile. Please save your password as you will need it to access the website.



Step #5 – Complete Your Profile

Carefully complete the information requested for your profile. Please type in sentence case. If you type in all ALL CAPS or all lowercase that is the way your information will be displayed in the website directory and in conference materials if you attend the conference.

After you complete your profile – click NEXT

You will be given the option to pay your 2017 Conference Fee. If you plan to attend follow the instructions to add the conference fee.**

Step #6 – Pay Your Dues (& Conference Fee)

Review your information and ensure that it is accurate.

Choose

- Pay Now to insert your credit card information
 - Remember the billing address is where the statement is sent. You may have to update
 this information if the credit card statement is sent to an address other than the one
 you inserted as your location.
- Invoice Me to Pay by Check
 - An invoice will be emailed to you
 - Please note you will not have access to the members' area until after payment is received and processed.

** If you prefer to pay your conference fee in the future, save the confirmation email you receive. It will contain a link for you to use to pay your conference fee in the future.

Once you have access to the membership portal please review the instructions on how to **update your profile and how to use the community forum.** The membership directory is under construction.