You should have received an email from **no-reply@cyim.com** with a link to access the new ECVP website.

# \*\*\*Please check your spam folder if you have not received it\*\*\*

Please take the following steps:

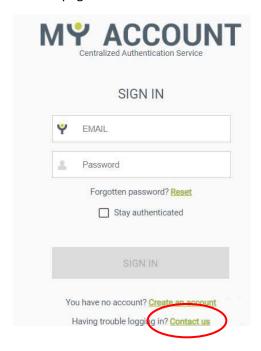
1. The link will bring you to the page below. **Please reset your password.** Bookmark the website or the 'SIGN IN' page and save your password.



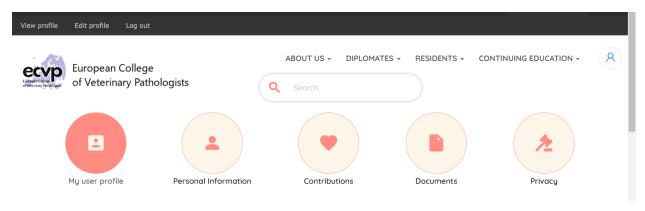


### 2. Please DO NOT CREATE A NEW ACCOUNT.

If you cannot SIGN IN please contact Bernadeta at <a href="mailto:admin@ecvpath.org">admin@ecvpath.org</a> or use the Contact Us link on the SIGN IN page.



# 3. You will be brought to your Personal Profile page:



You are requested to go through all the menu buttons and to complete your information. We did our best to transfer all your data.

### PERSONAL INFORMATION

Please fill in your personal information and complete your profile accurately. Profiles (and photos) will not be public.

Certified Diplomate's details are available via the EBVS website, where your data are for the moment is still separately recorded.

#### CONTRIBUTIONS

The payment page will give details of any payments you made to ECVP recently and allows you to download a receipt for your payments. Please use this function to pay your membership fee for 2023 or any outstanding membership fees. The preferred method of payment is by debit/credit card.

\*Please refer to 'ECVP how to pay membership fee' document attached separately.

### DOCUMENTS

This area will be used in the future for ECVP to provide you with any relevant information.

## PRIVACY

The privacy tab allows ECVP to communicate with you. Please confirm you have read the privacy statement and agree to communication by email etc.

This is VITAL as we plan that all ECVP communication will be sent via the website in future.

# **ADDITIONAL INFORMATION**

- The ECVP logo on the top left acts as the 'Home page' tab.
- The small blue icon on the top right corner brings you to your personal profile or allows you to sign in/ log out.
- Some pages are public, and some are private. You will only be able to see the private pages when you are signed in.
- Some pages are still under construction.

Please check out the main website menu tabs and content and let us know what you think!

We expect that there might be some small issues until all the functions are working correctly, but please do tell us if you notice any links that do not work, or any information which is missing.