

## OSSCC BLOG NAVIGATION



Diagram 1

When you land on the main Blog page, you will see a static page that everyone can see. It is called the “Landing Page”. At the top, you will see the top menu that navigates the page.

1. Blog Landing Page – the home page
2. Announcements & News! – this is the page where all the blog posts are posted
3. Member Resources – the down arrow “V” means there is a sub menu with resources specifically for members
  - a. Membership list
  - b. Printable materials – forms, schedules, etc. Club Rules and Handbook
  - c. Canoe terminology
4. Trip Schedule
5. Trip Organizer Resources – resources specifically for Trip Organizers. Click on “V”.
  - a. Responsibilities & Check list
  - b. Available Towers
  - c. Alternate Trip ideas in the event a substitution is required
  - d. River Flow resources and links
6. Login Page

Blog link: <https://oldsaltsclub.com/wp/>

### **PART 1**

To log into the blog, click on the **Login Link** (Diagram 1). It will take you to the Login page (Diagram 2)

**LOGIN**

Username \*

Type in your "username" that you were given by the blog admin

Password \*

Type in the password you were given by the blog admin. You can change it later if you want

Keep me signed in

Click to stay signed in to the blog

Click to log in to the blog → Login

Click if you forgot your password → Forgot your password?

Diagram 2

Log in with the **username** you were sent by the blog admin. Use the **password** you were sent by the blog admin, or the one you changed to. If you forgot your password, proceed to **Part 2**. If you know your password, proceed to **Part 3**.

## PART 2

If you forgot your password, click the link "**Forgot your password?**" shown in **Diagram 2** to set a new password. You will need to enter your email address. A reset link will be sent to you. **See Diagram 3.**

**Password Reset**

To reset your password, please enter your email address or username below

Enter your username or email

Reset my password

Diagram 3

**Password Reset**

We have sent you a password reset link to your e-mail. Please check your inbox.

Diagram 4

You will see the message in **Diagram 4**. Check your email inbox for the link to reset. You will get the following in your inbox as shown in **Diagram 5**:

## OSSCC Blog

We received a request to reset the password for your account. If you made this request, click the link below to change your password:

Reset your password

If you didn't make this request, ignore this email or [report it to us](#).

Thank you!  
The OSSCC Blog Team

Diagram 5

Click on the “Reset your password” link. You will be sent to the Password Reset page (Diagram 6)

**Password Reset**

Pick out a new password you will remember!

New Password

Confirm Password Re-type password to confirm

Click to change → Change my password

Diagram 6

**Login**

Success message! → You have successfully changed your password.

Username or E-mail

Password

Keep me signed in

Login Register

[Forgot your password?](#)

Diagram 7

You can now log in as per **Part 1!**

Please note: If you are unable to log in right away, it could be because:

1. Your computer is updating or needs updates

2. The blog is being updated

The solution may be as simple as clicking on some of the posts, re-typing the password, or refreshing the page. Please be patient!

### **PART 3**

Once you are logged into the blog, you will stay logged in until you log out or there is a windows update. You are now able to view membership content. Every time you click on the blog link, you will land on the **“Blog Landing Page”** (Diagram 1). This is a stationary page that everyone can see. Only members that are logged in will be able to view membership content.

From the **“Login”** link (Diagram 1), you will be able to see your **account** and **logout** links (Diagram 8). When you click on **“Your Account”**, you will be able to change your email and password as well as your name (Diagram 9 & 10). If you click on **“Logout”**, you will be logged out of the blog again and will have to log in as per **Part 1** again to see blog posts. To avoid this, [stay logged in!](#)

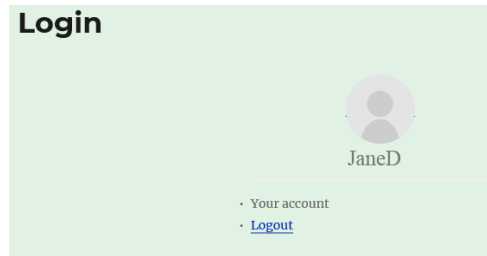


Diagram 8

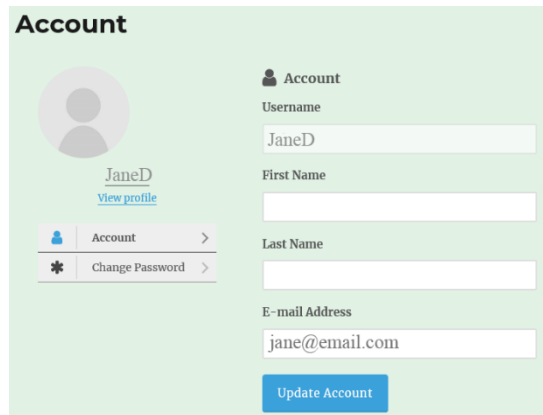


Diagram 9 (Account)

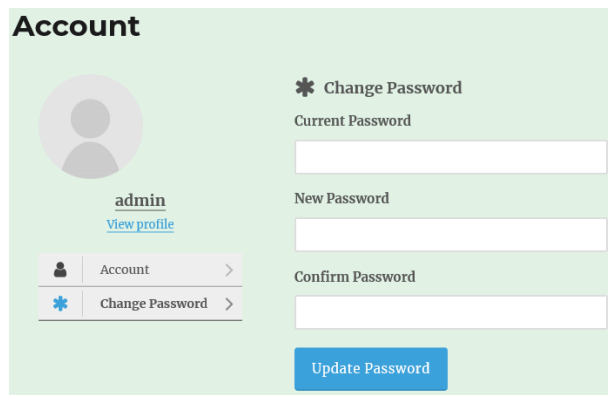


Diagram 10 (Change Password)

## **Part 4 – Membership Content**

Only members of OSSCC who have paid their membership fees and submitted their registration/waiver forms will be able to access the membership content on this blog by logging into the blog. Anyone who is not logged in will stay on the landing page (**Diagram 1**).

1. Blog Landing Page – the home page
  - a. This is the page all visitors can see
  - b. Gives the barest info about the club with links on where to get more info
2. Announcements & News! – this is the page where all the blog posts are posted
  - a. There is also a side bar that has all the blog posts listed, but only members can actually access the information
3. Member Resources – the down arrow “v” means there is a sub menu with resources specifically for members
  - a. Membership list- versions are listed on the pdf
  - b. Printable materials – forms, schedules, etc. Club Rules and Handbook
  - c. Canoe terminology
4. Trip Schedule- for the current year
5. Trip Organizer Resources – resources specifically for Trip Organizers. Click on “v”.
  - a. Responsibilities & Check list
  - b. Available Towers
  - c. Alternate Trip ideas in the event a substitution is required
  - d. River Flow resources and links
6. Login Page

Finally, enjoy the blog. There is lots of information posted now and lots more to come to make us all into the best canoeists we can be. If you have anything that you want to contribute, please contact the blog admin. We will be using this as our information, communication hub! Use the ‘comments’ sections to ask questions, interact with other members, make suggestions and offer your words of wisdom!

Cheers!

Blog Admin

[info@oldsaltsclub.com](mailto:info@oldsaltsclub.com)