

# First Log In and Password Change

## Introduction

The Bradford Hall front desk personnel can assist you in obtaining your initial login information. You should visit the Front Desk in person for this transaction.

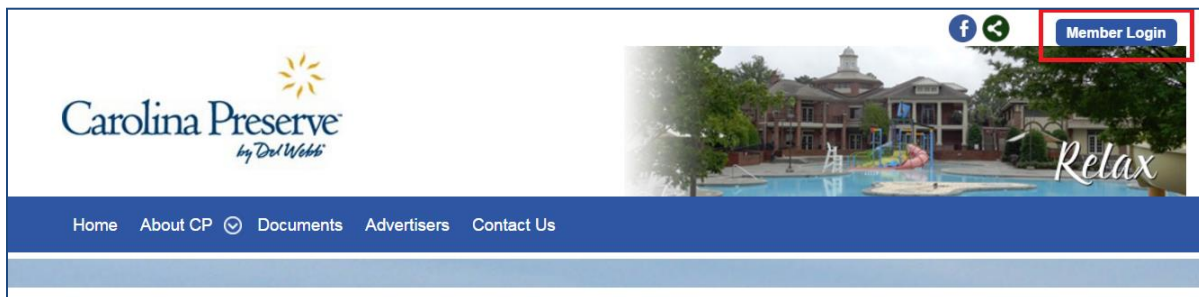
Give them your email address and first name and they will initiate an automated Welcome Email from the website with:

- Your unique **user name**
- Your temporary **password**
- A link to the new website

You will need this information to log in to the website.

## First Log In to the Community Website

1. Click the link in your Welcome Email or type **cpamberly.net** into your browser.
2. Click the **Member Login** button in the upper right-hand corner of your screen to open the login window pictured in step 4. below.



3. Enter the **User Name** and temporary **Password** given to you in the Welcome Email.
4. Click the **Login** button.

## Login

Please enter your user name and password and click "Login". Your user name is not case-sensitive but your password is. Click "Cancel" to return to the Home Page.

User Name	<input type="text" value="fred.flintstone"/>	•
Password	<input type="password" value="•••••"/>	•
<input type="checkbox"/> Remember me on this computer <i>(Do not select this option on a shared or public computer)</i>		
<input type="button" value="Login ✓"/> <input type="button" value="Cancel ✕"/>		

[Forgot My Username/Password](#)

Trouble logging in? [Click here](#) for assistance.

## Change Your Password

The first time you log into the new website you will need to change your password. Find tips for creating a strong password in the **Password Hints** box. You will only need to change your password one time.

5. Enter your new password in the **Password** box.
6. Re-enter your new password in the **Confirm Password** box.
7. If you want your computer to remember your sign in for subsequent visits, click the square to highlight **Remember me on this computer**. **DO NOT USE THIS OPTION ON A PUBLIC COMPUTER** (such as those in the Wall Street Room at Bradford Hall.)
8. Click the **Save** button to save your changes.

### User Name and Password

Some areas of our web site are only available to members. You must be logged in to access these features.

The name you choose must be unique within the association.

User Name  19 of 50 characters used

0 of 50 characters used

Confirm Password  0 of 50 characters used

Remember me on this computer

**Message**

You have successfully logged in with your temporary password. Before proceeding, you must create your permanent password. You may also change your user name to something more convenient if you wish.

Ok

#### Password Hints

A password strength indicator will give you a score on your selected password as you type. Note that this is for your information only - this web site does not enforce specific password rules.

Some tips for a strong password:

- Do not use common, obvious passwords like 'password' or '123'
- Do not use easily guessed passwords like your first name or your birthday
- Include a mix of upper- and lower-case letters and numbers
- Add punctuation and other special characters
- Longer is better
- A 'passphrase' is often better than a complex password. For example, 'My favorite color is ecru' is a very strong password; it is easy to remember and hard to guess