

## How to Change Your Username and Password

- On the Click on “Member Login”

The screenshot shows the Valley Village website homepage. At the top right, the text "Member Login" is circled in red. The page features the Valley Village logo on the left, which includes the text "Aging in Community" and "Serving Greater Harrisonburg". The main heading reads "Valley Village Aging in My Home with Community Support". Below this, it states "Member of Village to Village Network". A navigation menu on the left lists: Home, About Us, Event Calendar, Membership, News, Resources, and Contact Us. A central message states: "You must login to see Membership Directory, Service Providers and Committee Pages." Below this is a "Mission" section with a green header. The mission text reads: "The mission of Valley Village is to provide neighborhood members with community-building activities, and home-based services thereby promoting independence, convenience, safety and well-being, for those who wish to live in their own homes in a multi-generational community." Below the mission is a link: "Become A Member Today". On the right, there is an "UPCOMING EVENTS" section with a list of events:

Date	Event Name	Description
JAN 22	Member Orientation	Orientation of New Members, but all...
JAN 23	Breakfast Group At The Little Grill	Join other members for breakfast, fe...
FEB 13	"Just Desserts & Jazz"	Royce Campbell & Partner, "Just De...
FEB 15	Movie Night - To Kill A Mockingbird	Feb. 15, To Kill a Mockingbird: Base...
FEB 18	February Board Meeting	
FEB 26	Sentara Home Health & Hospice - Ed Glover	

- On the Click on “Forgot My Username/Password”

The screenshot shows the Valley Village website login page. At the top right, the text "Member Login" is visible. The page features the Valley Village logo on the left, which includes the text "Aging in Community" and "Serving Greater Harrisonburg". The main heading reads "Valley Village Aging in My Home with Community Support". Below this, it states "Member of Village to Village Network". A navigation menu on the left lists: Home, About Us, Event Calendar, Membership, News, Resources, and Contact Us. The central area is titled "Login" and contains the following text: "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." Below this text are two input fields: "User Name" and "Password". There is a checkbox labeled "Remember me on this computer" with a sub-note: "(Do not select this option on a shared or public computer)". Below the input fields are two buttons: "Login" and "Cancel". Below the buttons is a link: "Forgot My Username/Password". At the bottom, there is a link: "Trouble logging in? Click here for assistance". The "Forgot My Username/Password" link is circled in red.

- On this screen enter your email and name.
- Then click OK.

**Forgot Username/Password**

Enter your email address below. If your email address is on file, your user name and a new password will be emailed to you. If your email address is used by more than one member, you may also enter your first name to help us identify you.

Email Address

First Name

The background shows a website with a header "Aging in My Home with Com...", a "Login" button, and a "Forgot Username/Password" link. The "Forgot Username/Password" link is highlighted in green.

- You will get an email with the new username and password.