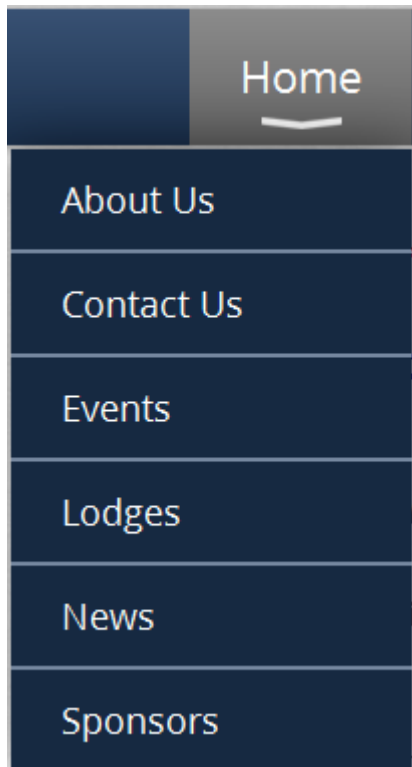


How to document for HODToronto.com

Login

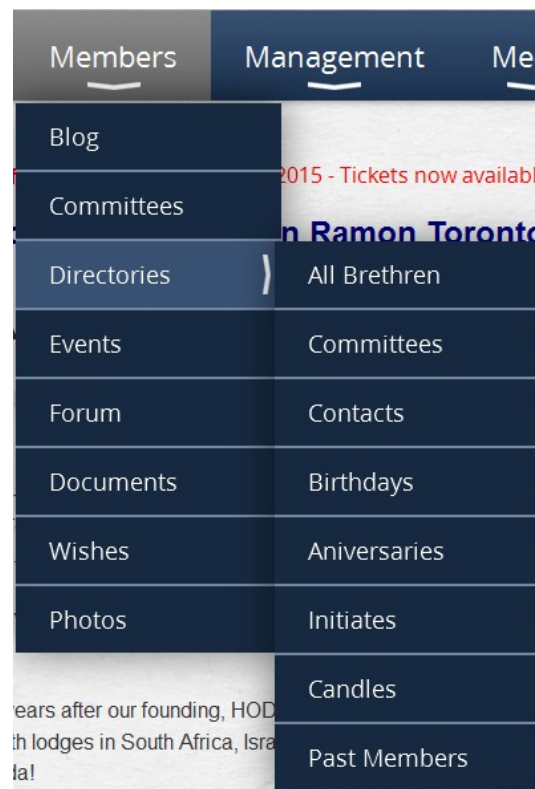
When you visit HODToronto.com you are initially at the Home page. This page is accessible to the public as are several pages below the Home Page:



Other pages are accessible only those who have a user ID on the system (the email address with which you are enrolled in the data base). This restricts access to other pages such as Newsletters, Photographs, Member details, Blogs and Forums etc, to members of the Hebrew Order of David.



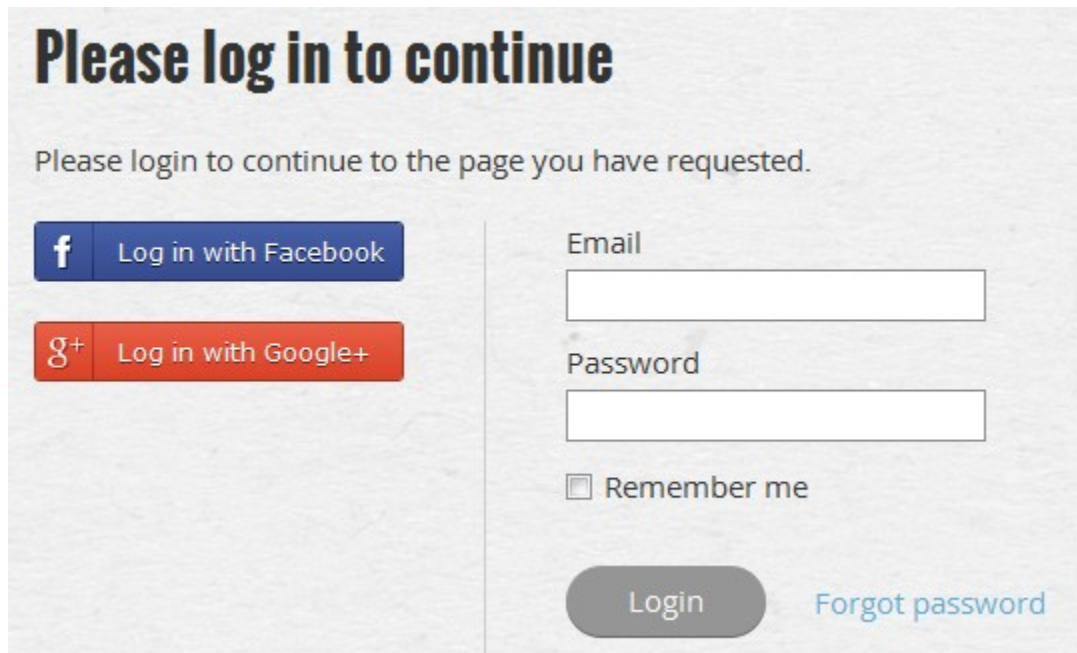
The actual list of menu options depends on your role in the Lodge. All members will have the Members option.



To login to the web site – click the Login button:



Once you have clicked on the Login button, you will see the following screen:



Please log in to continue

Please login to continue to the page you have requested.

f Log in with Facebook

g+ Log in with Google+

Email

Password

Remember me

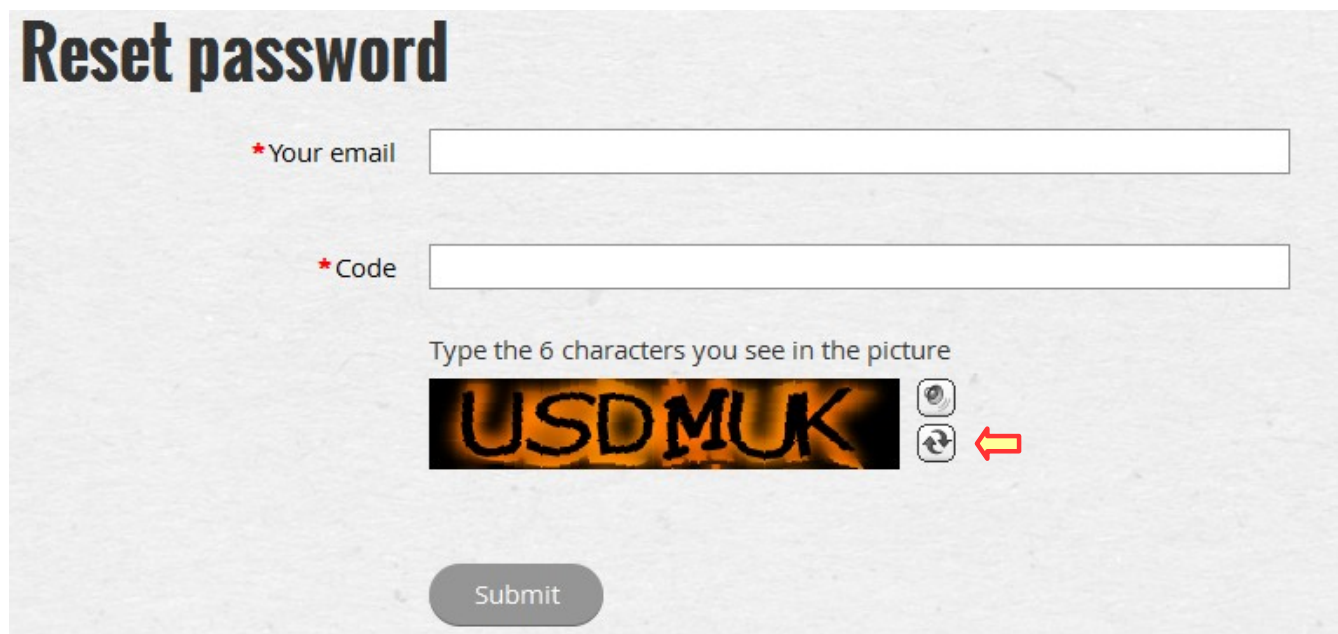
Login [Forgot password](#)

If you have a Facebook or Google+ account that uses the same email address as you use for HOD Toronto, you can simply click either the Facebook or Google+ button to be logged in.

If not – you need to fill in the Email information (the address that we have on file for you) and also your Password and then click Login

If you have forgotten (or never set) your password – click on Forgot password.

This will take you to the screen below:



Reset password

*Your email

*Code

Type the 6 characters you see in the picture

USD MUK

Submit

On the screen above your email address is required and also you need to enter character graphic string (Code) that you see in the image (it is called a CAPTCHA). It is case sensitive. This is to prevent hacking tools from requesting a password reset. If you cannot read them – just keep clicking the 2 circular arrows until you get 1 that you can read.

Click Submit and an email will be sent to you with a link at which you can input your new password and login.

The email will come from admin@HODToronto.com and be addressed to you by name. It looks like this:

A request was made to recover a lost password for this email address at <http://hodtoronto.com/>

To choose a new password go to:

<http://hodtoronto.com/Sys/Password/Reset?id=238c9edd-7d15-4379-94a6-e6e8ecfb5ea0>

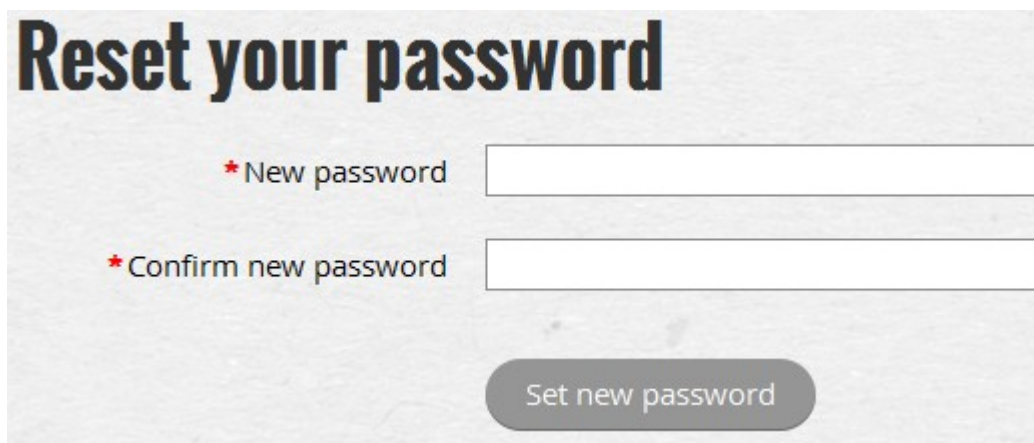
(if the link does not open - please copy-paste the link into the address line of your browser).

If you did not request a new password at <http://hodtoronto.com/>, you may safely disregard this email.

Many thanks,
HOD Toronto

The link is unique and is a one time use only link. It does expire after a period of time at which time to reset your password you need to repeat the earlier steps.

Once you click on the link in the email (or paste into your browser) you will get the following screen:



The screenshot shows a web form with the title "Reset your password" in large, bold, black text. Below the title are two input fields. The first field is labeled "* New password" and the second field is labeled "* Confirm new password". Both labels have a red asterisk. Below the input fields is a grey button with the text "Set new password".

Enter the new password twice and click the Set new password button. There are no restrictions on the value of the password and passwords used previously can be re-used. On successful change of the password (both match) you will be taken to:

Reset your password



Password has been changed successfully. Now you can log in with your new password.

[Home](#)

Click on the Login button and login with your new password.

Enjoy your visit to the secured pages of the HOD Toronto web site

If you have any difficulties with this process or do not know the email address that HOD Toronto has on file for you, please email IRSupport@HODToronto.com, giving times, dates and a phone number at which to reach you when you will be able to access your computer and a member of the web site support team will contact you to assist