



# THE NEW ROTARY.ORG

## Registration and sign-in tips

### Before you visit

#### What browser should I use?

Use a modern browser such as Chrome, Firefox, Safari or Internet Explorer 9 or 10 to visit and register for the site. We highly recommend you upgrade your existing browser or install a new one from these choices. The site is not optimized for IE8 and older browsers. Why? We invested in optimizing for the mobile and tablet experience, instead of aging browsers such as IE8 that are being phased out. If you are utilizing Windows XP, you will not be able to upgrade beyond IE8; in that case, we encourage you to download Chrome or Firefox for free.

#### What is "compatibility view"?

Compatibility view is a setting for Internet Explorer. If you are using Internet Explorer 9 or 10 and you receive a compatibility view warning message on our site, you may need to change your global compatibility view settings. In IE, go to Tools > Compatibility View Settings, remove Rotary.org from "Websites you've added to Compatibility View" and uncheck "Display all websites in Compatibility View."

### Registering for the site

#### Who should register?

Everyone needs to register for the new Rotary.org. Existing MAP users can re-register with their MAP user ID. Why? We've improved security and role flexibility on the new site but along with that we need everyone to create a new account or re-register for the site.

#### How do I register?

1. Open a modern browser.  
*Tip: We recommend Chrome, Firefox, Safari, Internet Explorer 9 or 10. Older browsers such as IE8 will not work.*
2. Visit My Rotary at <http://www.rotary.org/myrotary> and click on the link to "Register."
3. Complete the steps as directed to initiate your registration.  
*Tip: Enter "Club Name" and other details that will help us match you to your club record.*

4. You'll be sent an email with a secure link – click on the link to activate your account.  
*Tip: If you encounter browser issues after clicking the link, try again with one of the recommended browsers. From the email, right click the link "Activate your account" to copy the web address and paste into the address bar in a new browser window.*
5. Create a password and select a security question.  
*Tip: Passwords must be at least eight characters, with one uppercase and one lowercase letter and one number. The answer to your security question must be at least four characters.*
6. Create your account  
*Tip: The option for "Remember Me" should remain checked so that you're signed in to the site when you return.*

How do I sign in?

1. Go to the sign-in page at <http://www.rotary.org/myrotary/user/login>
2. Enter your sign-in email and password.
3. Click "Sign in."  
*Tip: Once signed in, clicking your name at the top of any page takes you to your profile.*

How do I sign out?

1. Go to your profile at <http://www.rotary.org/myrotary/en/user/profile/edit>  
*Tip: Clicking your name at the top of any page takes you to your profile.*
2. Click "Sign out" (last tab)

How do I reset my password?

1. Go to sign-in email & password at <http://www.rotary.org/myrotary/en/user/email-password>  
*Tip: This setting is linked from your profile.*
2. Under "Password," click "Reset."
3. Enter your current password, and enter and confirm a new one.  
*Tip: Passwords must be at least eight characters, with one uppercase and one lowercase letter and one number.*

How do I change or retrieve my sign-in email?

Please complete a Contact Us request to change or retrieve your sign-in email:

<http://www.rotary.org/myrotary/en/contact>

*Tip: This automated functionality is coming soon.*