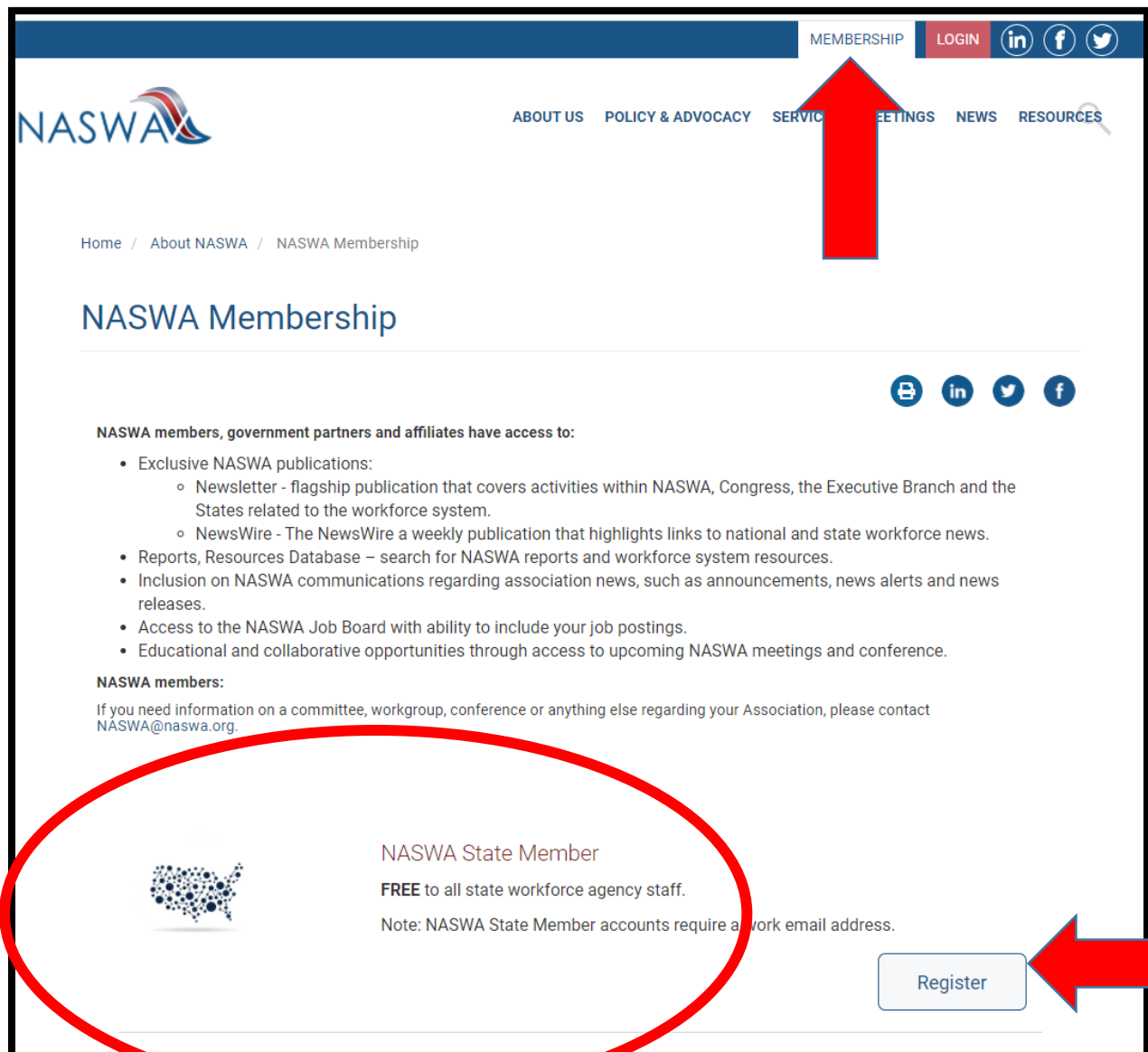


1) Go to the website <http://naswa.org>

2) Click on Membership at the top and select register NASWA State Member



The screenshot shows the NASWA website's membership page. At the top, a blue navigation bar contains the text 'MEMBERSHIP' and 'LOGIN', along with social media icons for LinkedIn, Facebook, and Twitter. Below this, a secondary navigation bar lists 'ABOUT US', 'POLICY & ADVOCACY', 'SERVICES', 'MEETINGS', 'NEWS', and 'RESOURCES'. A large red arrow points to the 'MEMBERSHIP' link in the top navigation bar. The main content area features the NASWA logo on the left and a breadcrumb trail: 'Home / About NASWA / NASWA Membership'. The title 'NASWA Membership' is prominently displayed. Below the title are social media icons for YouTube, LinkedIn, Twitter, and Facebook. A section titled 'NASWA members, government partners and affiliates have access to:' lists several benefits, including exclusive publications, reports, and access to a job board. A red oval highlights the 'NASWA State Member' section, which includes a map of the United States, the text 'NASWA State Member', 'FREE to all state workforce agency staff.', and a note that accounts require a work email address. A 'Register' button is located at the bottom right of this section, with a red arrow pointing to it.

MEMBERSHIP LOGIN

ABOUT US POLICY & ADVOCACY SERVICES MEETINGS NEWS RESOURCES

Home / About NASWA / NASWA Membership

NASWA Membership

NASWA members, government partners and affiliates have access to:

- Exclusive NASWA publications:
 - Newsletter - flagship publication that covers activities within NASWA, Congress, the Executive Branch and the States related to the workforce system.
 - NewsWire - The NewsWire a weekly publication that highlights links to national and state workforce news.
- Reports, Resources Database – search for NASWA reports and workforce system resources.
- Inclusion on NASWA communications regarding association news, such as announcements, news alerts and news releases.
- Access to the NASWA Job Board with ability to include your job postings.
- Educational and collaborative opportunities through access to upcoming NASWA meetings and conference.

NASWA members:
If you need information on a committee, workgroup, conference or anything else regarding your Association, please contact NASWA@naswa.org.

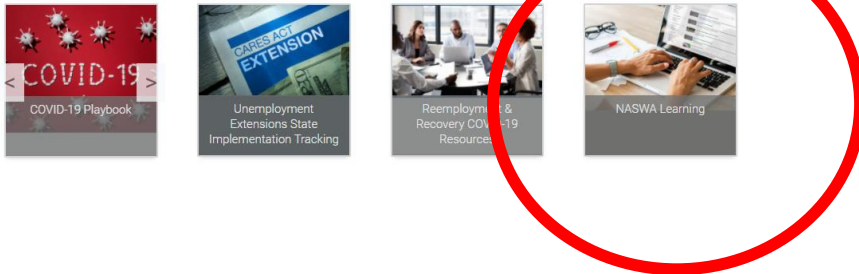
NASWA State Member
FREE to all state workforce agency staff.
Note: NASWA State Member accounts require a work email address.

Register

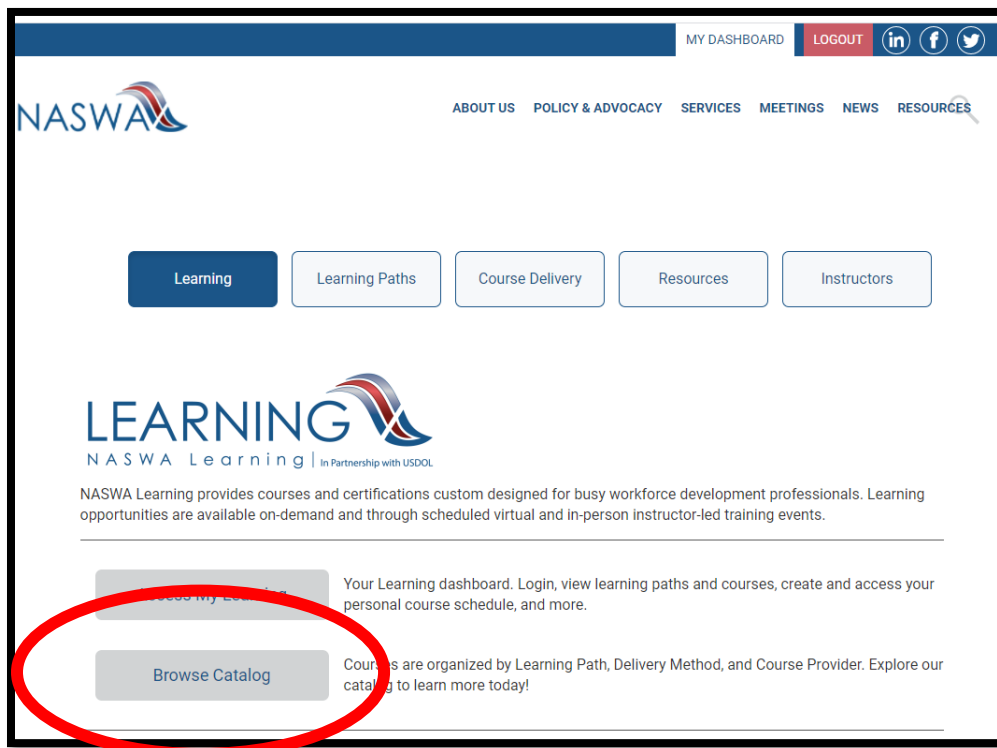
- 3) Complete the NASWA Account Registration. Account Type should default to Member. Do not change the account type. See sample information below when completing the registration. Click on I'm not a Robot and click add NASWA account to proceed.

The screenshot shows the NASWA Account Registration page. At the top, there is a navigation bar with 'MEMBERSHIP' and 'LOGIN' links, along with social media icons for LinkedIn, Facebook, and Twitter. The main header includes the NASWA logo and a menu with 'ABOUT US', 'POLICY & ADVOCACY', 'SERVICES', 'MEETINGS', 'NEWS', and 'RESOURCES'. The registration form is titled 'NASWA Account Registration' and includes a sub-header: 'Visit our Membership page to learn more about the benefits of NASWA Memberships.' The form fields are as follows: 'Requested Account Type' (dropdown menu set to 'Member'), 'Email address*' (text field with 'johndoe@mdes.ms.gov'), 'Password*' (text field with 'Password2021!@', a 'Hide password' button, and a 'Password strength: Strong' indicator), 'First Name*' (text field with 'John'), 'Last Name*' (text field with 'Doe'), 'Phone*' (text field with '601-555-5555'), 'Division' (empty text field), 'Organization*' (text field with 'Mississippi Department of Employment Security'), and 'Job Title*' (text field with '(Your actual job title)'). Below these fields is a CAPTCHA section with the text 'This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.' and a checkbox labeled 'I'm not a robot'. A red arrow points to this checkbox. Below the CAPTCHA is the 'Add NASWA Account' button, which is also pointed to by a red arrow. At the bottom of the page, there is a section for 'NASWA Affiliates' with logos for Geographic Solutions, C-S Government Solutions, IDEMIA, and pipl (Online Identity Information).

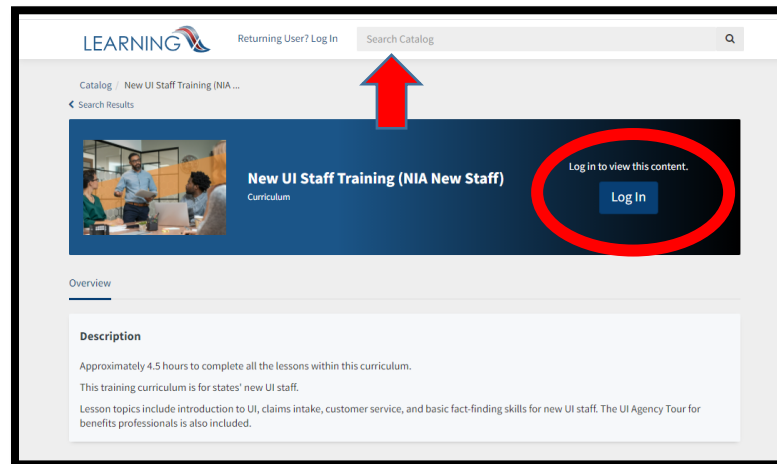
4) Once you log into the NASWA website scroll to the bottom and select NASWA Learning



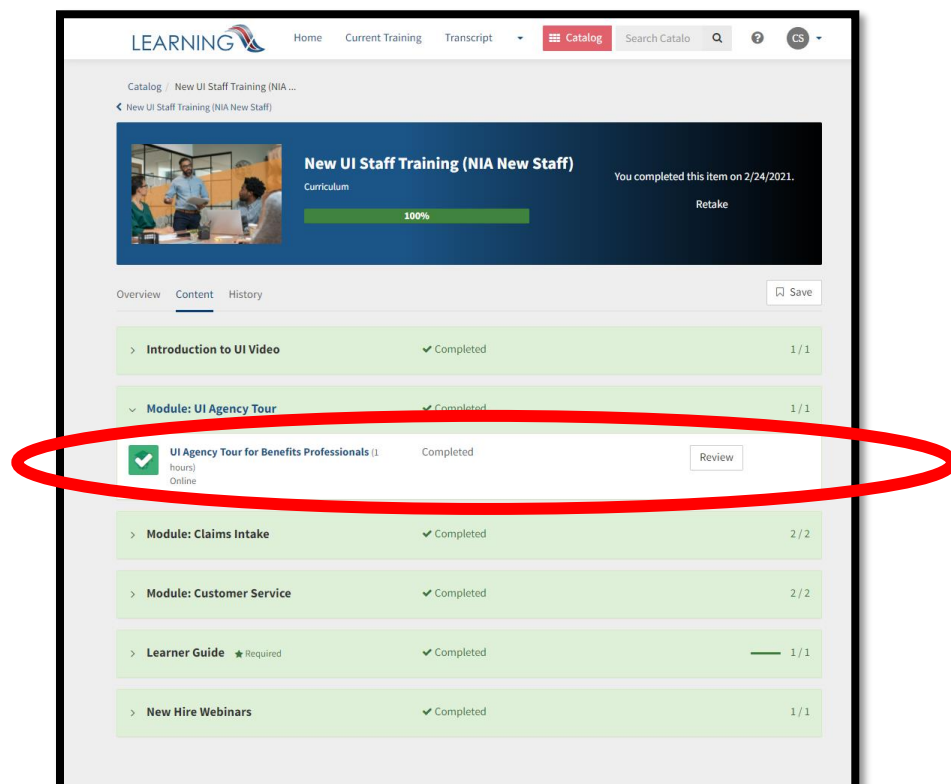
5) Then choose Browse Catalog



- 6) Then in Search Catalog: Type in New UI Staff Training and click Log In to access the course. You may be asked again to present your user ID and password depending on the browser you are using to access this website.



- 7) You are to only complete the UI Agency Tour for Benefits Professional module. Due to time constraints, you will not complete the other modules listed under this course.



- 8) Once you have completed the UI Agency Tour for Benefits Professionals (1-hour module), please return to Tovuti to complete a check for understanding activity. You may log off NASWA's website once this module is completed.