

## Logging into the APTA Orthopedics website (http://www.orthopt.org)

After clicking "Login" from the APTA Orthopedics homepage, the page below will display. **Be sure to read these instructions carefully.** 

If you are a current member, you will <u>not</u> "Create an Account". Instead, simply click "Password Recovery". Please keep in mind, if **you have just joined the APTA Orthopedics**, it *may* take up to 1-2 days for your information to be imported into our system from APTA, and for you to gain access to the website.

**If you already have a password**: enter the email address (associated with your APTA record) and your password in the fields shown below. When logging into the APTA Orthopedics website **for the first time**, you will need to create a password.



Did you forget your password? Click here and you'll see the screen below.

## Password request Enter the Username for your user account, then click Submit. We will email you a link to a page where you can easily create a new password. \*Username Forgot username? Submit Cancel

After entering your email address, you will receive an email that looks similar to the example shown below.

Note, you will only have 15 minutes to click on the reset link, or you will need to request a reset email again.

## Password reset email example:

To: jodoe@gmail.com From: info@orthopt.org Date: 07/22/2021 10:57:55 am

Subject: Account Information - www.orthopt.org

Save As .eml File

Your username is 'JODOE@GMAIL.COM'

To initiate the password reset process for your account, click the link below:

https://www.orthopt.org/reset/?token=0488a624-7d19-491b-a1d2-269a04c7b12

If clicking the link above doesn't work, please copy and paste the URL in a new browser window instead.

If you've received this mail in error, it's likely that another user entered your email address by mistake while trying to reset a password. If you didn't initiate the request, you don't need to take any further action and can safely disregard this email.

Note: This email address cannot accept replies. To fix an issue or learn more about your account, please visit our contact us page.

NOTE: THE ABOVE LINK IS ONLY VALID FOR 15 MINUTES. IF IT EXPIRES, YOU WILL HAVE TO START THE PASSWORD RESET PROCESS OVER.

Simply click on the link provided in this password reset email, and you will be directed to the password reset page (shown below).

Below is the screen that will display after clicking on the password reset link.

Note the requirements for passwords:

