



How to Create a Non-Member Account

****The site works best with Google Chrome**

1. Choose the course you would like to take
2. Click on the green 'Register' button on the right-hand side of the title

The screenshot shows the top navigation bar with the NDA Association logo and links for 'About', 'Membership', 'Resources', 'JOIN', and 'Log In'. Below the navigation is a 'Learning Center' sidebar with 'LOG IN', 'CREATE AN ACCOUNT', 'Home', 'Training Catalog', and 'FAQs'. The main content area is titled 'Mastering Masking' and includes a 'REGISTER' button highlighted in green with an orange arrow pointing to it. Below the button is a link that says 'Already registered? Log in now.' The course details include 'Overview', 'Speaker(s)', 'CLE', 'Handouts', 'FAQ(s)', and 'Contents (6)'. A video thumbnail for 'Mastering Masking' is also visible.

3. Click the gold 'Complete Registration Now'

The screenshot shows a 'Registration Options' dialog box with three buttons: 'CANCEL' (red), 'ADD TO CART AND COMPLETE REGISTRATION LATER' (green), and 'COMPLETE REGISTRATION NOW' (gold). An orange arrow points to the gold button. The background shows the same course page as the previous screenshot.

4. Click on the green box that says 'Create an Account'

The screenshot shows a yellow message box with the text: 'You must LOG IN to register. If you are not an NDAA member, please CREATE AN ACCOUNT and then login..'. Below the message is a section titled 'Your cart' containing a table with the following data:

Product	Actions	Original price	Final price
Mastering Masking	REMOVE	\$0	\$0
Total:		\$0	\$0

- To create a Non-Member account, fill in the Registration Information section that asks “Username, First Name, Last Name”

Create a User Account

NDAAs membership provides you with discounted CLE courses, technical assistance, networking and exposure among peers, as well as advocacy and legislative updates.

To create a member account, please complete the registration information below:

For questions on membership or to set-up payment as an office, please contact Director of Membership and Marketing, Lauren Harley at lharley@ndaajustice.org.

To create a non-member/guest account, please complete the registration information below. Please note you will be charged the non-member rate for courses and trainings.

Note: All fields are required. Please ensure your username contains only letters and/or numbers with no special characters or spaces. You may also enter a valid email address. Example: 'smith123' or 'smith123@yourdomain.com'

Register using your social profile

[Login with Facebook](#)

[Login with LinkedIn](#)

OR

Registration Information

Username

First Name

Last Name

[CONTINUE](#)

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- Fill in the Required Fields in Step 2 – Member Information and click submit

Step 2 - Member Information

By joining NDAAs, you confirm that the information you have provided is accurate and truthful. All NDAAs members are expected to act ethically with a high level of professionalism in accordance with association standards and policies.

*** Required Fields**

Your password must be 8-20 characters in length and contain at least one number and one non-numeric character (letters, punctuation, etc.)

ACCOUNT INFORMATION

Username *

Password *

Confirm Password *

E-Mail Address *

Confirm E-Mail *

PERSONAL/ HOME INFORMATION

Gender * Male Female

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7. After you click Submit, your Non-Member account is created.

The screenshot shows the National District Attorneys Association website. The main content area displays a 'Thank You for Registering' message with instructions on how to handle invoices and payments. The sidebar on the right contains a 'LOGIN' section with social media login options (Facebook, LinkedIn), a text-based login form with a 'SIGN IN' button, and a 'LATEST NEWS' section.

Thank You for Registering

Please print a copy of your invoice/receipt for your records or to mail in with payment. It is in the upper left-hand corner.

Credit Card, ACH and E-check Payments
Thank you for your payment! Your membership has been processed and is active now.

Check Payments
Make check(s) payable to **NDAA**, please list your invoice number on the memo line and send the payment to:
Attn: Accounting
National District Attorneys Association
PO Box 1449
Maryland Heights, MO 63043-0149
For efficient processing, checks are sent to a bank lockbox.
You will receive confirmation of payment once it has been processed.

Course and Training Member Discounts
New members, please note that payment for your dues must be received before you are eligible for any member discounts.
If you have questions about your membership, please contact our Director of Membership and Marketing, Lauren Harley at lharry@ndaajustice.org or 703-519-1644.

LOGIN

f Login with Facebook
in Login with LinkedIn
OR
cjan
.....
 Remember Me
SIGN IN
Forgot your password?
Haven't registered yet?

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9/23/2021

8. Note that registration opened in a new tab, go back to the previous tab to where the course was. Remember your login and password to enter your account and begin the webinar.

The screenshot shows a browser's tab bar with two tabs. The first tab is titled 'On-Demand Learning: Prosecutin' and the second tab is titled 'NDAA Learning Center: Cart'. An orange arrow points to the second tab. The browser's address bar shows 'National District Attorneys Assoc'.