

# How to Guide:

# How to find my Username and Password from HUB homepage

1. Access the Great Dames website at www.greatdames.com and click on the Circle Member HUB button





### 2. Click on Member Login link



# Become part of a trusted circle of empowering women.

NEW in January 2022! All Circle members will have access to the Great Dames HUB, a global online platform to enable connections, resource sharing, idea exchange, and friendship. Join the Circle to access the HUB.

Current Circle Members: <u>Member Login</u> Click here



# **3. Click on the Forgot My Username/Password button**

			Home	Events	Donate	Contact Us
Home > Login						
Login						
Please enter your	r user name and password and click "L	ogin". Your user name is not case-sensitive but	your password is. Click "Cancel	" to return to the Home	Page.	
User Name		•				
Password		• •				
	Remember me on this c	omputer				
	Do not select this option o	on a shared or public computer				
Login 🖌	Cancel 🗙 Forgot	My Username/Password 🔓	<	Click here username	if you or pas	do not know your ssword

Trouble logging in? Click here for assistance.



#### 4. Enter email address associated with Great Dames and your first name





### 5. Pop-up message will indicate that an email is being sent, click Ok





## 6. Check your email for Great Dames Password Change email Email Subject: Great Dames, Inc.- Password Change

Great Dames, Inc. - Password Change 😕 Inbox 🛪

Kelli Kilbride (Kelli.stranahan@gmail.com) <mailer@mail2.clubexpress.com> to me •

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10:08 AM (5

NDRED SPIRITS WITH PURPOSE	
Dear Kelli, At your request, your password to the Great Dames HUB platform has been changed. To access the Great Dames HUB, <u>click here</u> . There, you can log into your account and update your personal profile. Here are your account details ( <i>after you log in, you can</i> <i>change this password to something that is more intuitive</i> ). User name: kkilbride Temporary Password: kelli5846 If you have any questions about your Circle membership or HUB account, please don't hesitate to contact me. I'll be happy to assist, and I look forward to connecting.	sername and Temporary issword will be included in is email



#### 7. Enter Great Dames username and temporary password that was provided in email, click login





# 7. Click ok and select a new password, once password is confirmed click save and record your username and password for your records



