

Basic Information

1. Log in with your Username and Password.

The screenshot shows the login page for the South Carolina State Firefighters' Association. At the top left is the association's logo. To its right is the text "SOUTH CAROLINA STATE FIREFIGHTERS' ASSOCIATION". In the top right corner, there is a "Sign in" link. Below the header is a red navigation bar with the following links: "SC FIREFIGHTERS HOME", "DEPARTMENT DIRECTORY", "MEMBER BENEFITS", and "MY ACCOUNT". The main content area is titled "SIGN IN" and contains a form with the following fields: "Username" (with the value "Chief"), "Password" (with masked characters), and a checkbox for "Keep me signed in". A red "SIGN IN" button is located below the password field. Below the button are links for "Forgot username?" and "Forgot password?". At the bottom of the page is a dark grey footer with the text "CONNECT WITH US" and icons for Facebook, Twitter, LinkedIn, and YouTube. A red arrow points to the top right corner of the footer area.

2. You will now see your personal profile. You can edit the content in each section by clicking the edit buttons in the top righthand corners (circled in blue).

The screenshot shows the user profile page for John Doe. At the top left is the association's logo. To its right is the text "SOUTH CAROLINA STATE FIREFIGHTERS' ASSOCIATION". In the top right corner, there is a "Sign out" link and the text "Hi, John Doe". Below the header is a red navigation bar with the following links: "SC FIREFIGHTERS HOME", "DEPARTMENT DIRECTORY", "MEMBER BENEFITS", and "MY ACCOUNT". The main content area is titled "MY PROFILE" and contains several sections: "ABOUT ME" (with a sub-section "MANAGE ROSTER & DELEGATES"), "MY PARTICIPATION", "PREFERENCES", "MY DEPARTMENTS", and "MANAGE FORMS". The "MY PROFILE" section contains the following information: Informal Name: John, Work Phone: (empty), Email: JohnDoe@scsfa.org, Mobile Phone: (empty), Race: (empty), Home Phone: (empty), Gender: (empty), Phone: (empty), Date of Birth: (empty), Drivers License: (empty). Below the profile information is a section titled "MY ADDRESSES" with a sub-section "MAILING ADDRESS" and a red "+" button. The mailing address is: 100 W. 2500 N, Columbia, SC 29203. Below the address is a "Show map" link and the email JohnDoe@scsfa.org. There are blue circles around the edit buttons in the top right corner of the profile information and the mailing address sections. A red arrow points to the top right corner of the mailing address section.

3. If you need to change your password/username, click "Preferences" in the red category bar. Scroll to the bottom of the page and select "Change password and/or username". Update your password/username and click "Save".

The screenshot shows the top navigation bar of the South Carolina State Firefighters' Association website. The logo is on the left, and the text "SOUTH CAROLINA STATE FIREFIGHTERS' ASSOCIATION" is in the center. On the right, there is a "Sign out" link and a user profile icon labeled "Hi, John Doe". Below the navigation bar is a red menu bar with the following items: "SC FIREFIGHTERS HOME", "DEPARTMENT DIRECTORY", "MEMBER BENEFITS", "MY ACCOUNT", "ABOUT ME", "MY PARTICIPATION", "PREFERENCES" (circled in blue), "MY DEPARTMENTS", and "MANAGE FORMS". Below the menu bar is a user profile card for "John Doe" with details: "TEST SC Fire Dept", "Membership # 202", "Member Type Regular Member", and "Membership Status Active". To the right of the profile card is a red menu bar with "MANAGE ROSTER & DELEGATES" and "COMMUNICATION PREFERENCES". Below this is a "COMMUNICATION PREFERENCES" section with checkboxes for "SCSFA Announcements", "Events & Conference Information", "Firewire Newsletter", and "Unsubscribe from all". There are "SAVE" and "CANCEL" buttons. Below this is a "CHANGE YOUR PASSWORD" section with the text "Current username is CHIEF" and a link "Change password and/or username" circled in red. At the bottom of the page is a "CONNECT WITH US" section with social media icons for Facebook, Twitter, Email, and YouTube.

This screenshot shows the same website as the previous one, but with a modal dialog box open. The dialog box is titled "Change password and/or username" and contains the following fields: "Current username" (CHIEF), "Current password" (masked with dots), "New username" (Chief201g), "New password" (masked with dots), and "Confirm new password" (masked with dots). There are "SAVE" and "CANCEL" buttons at the bottom of the dialog box, with the "SAVE" button circled in blue. The background of the website is dimmed, and a red arrow points to the bottom right corner of the page.

- If you want to view/edit your departments' information, click "My Departments" in the red category bar. Click on the department you'd like to view.

Sign out Hi, John Doe

SOUTH CAROLINA STATE FIREFIGHTERS' ASSOCIATION

SC FIREFIGHTERS HOME | DEPARTMENT DIRECTORY | MEMBER BENEFITS | MY ACCOUNT

John Doe
SC Fire Dept

Membership # 202
Member Type Regular Member
Membership Status Active

ABOUT ME | MY PARTICIPATION | PREFERENCES | **MY DEPARTMENTS** | MANAGE FORMS

MANAGE ROSTER & DELEGATES

Departments	Job Title	Date Hired	Pays Dues	Employment Status
SC Fire Dept	Chief of Department	1/1/2001	YES	Paid- Full Time

CONNECT WITH US

f t in

- The department's profile will appear. Click the edit buttons (circled in blue) in each section to edit. This is where you can also view department specific information including the department roster.

Note: Viewing the full profile when clicking on the department link is only accessible by the Department Chief; all other users will see the basic public profile and do not have access to update the Department info, or their details like Employment Status, Job Title, etc.

Sign out Hi, John Doe

SOUTH CAROLINA STATE FIREFIGHTERS' ASSOCIATION

SC FIREFIGHTERS HOME | DEPARTMENT DIRECTORY | MEMBER BENEFITS | MY ACCOUNT

SC Fire Dept

Preferred Mailing
123 Main St.
Columbia, SC 29203

Membership # 201
Membership Status Active

PUBLIC PROFILE

ABOUT | **ROSTER** | PARTICIPATION | HISTORY

SOCIAL PROFILES
There are no social profiles defined.

DEPARTMENT DEMOGRAPHICS

Department Name SC Fire Dept	Department Staffing
FDID	Department Structure
Email	Department Type
Website	Work Phone
County	Mobile Phone
	Other Phone

ADDRESSES

MAILING ADDRESS +

123 Main St.
Columbia, SC 29203
Show map

DEPARTMENT CONTACTS