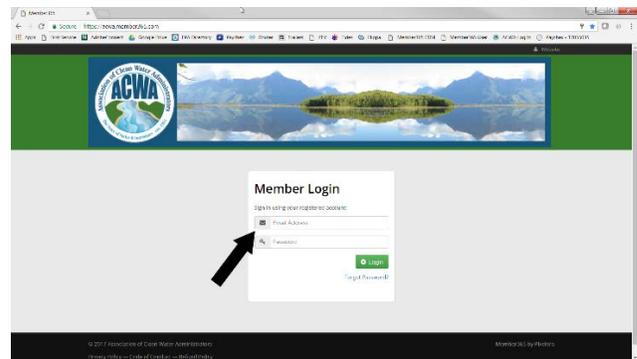


## ASSOCIATION OF CLEAN WATER ADMINISTRATORS

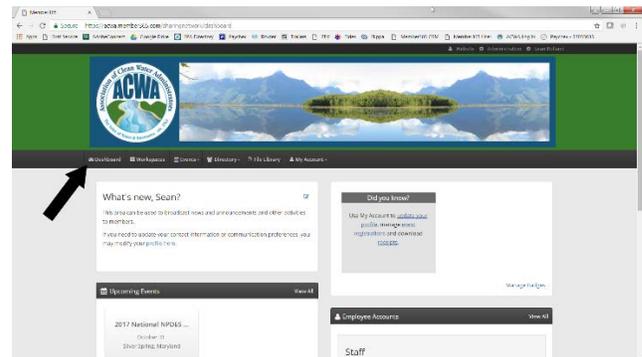
1634 I Street, NW, Suite 750  
WASHINGTON, DC 20006  
TEL: 202-756-0605  
WWW.ACWA-US.ORG

# Navigate Member365

Step 1. Go to ACWA's Member365 portal (<https://acwa.member365.com/>). Your login username and password were provided by the Member365 system via email. If you do not have that original email please contact [memberservices@acwa-us.org](mailto:memberservices@acwa-us.org).



Once logged in you will be able to view the “home” page is also called the **Dashboard**.



Step 2. Learn the basic meaning of the menu items.

1. **Dashboard** - Home page, basic announcements, upcoming events, etc.
2. **Workspaces** - Access to all of the committees/workgroups you have joined.
3. **Events** - List of the upcoming meetings for which you can register.
4. **Directory** - List of members that participate on each committee/workgroup.
5. **File Library** - Complete list of uploaded files you have permission to access.
6. **My Account** - Provides account, profile, and membership details.