## CottonGen/ICGI User Tutorial

This document covers some basic user functions for using the CottonGen/ICGI website. Please contact us (<a href="http://www.cottongen.org/contact">http://www.cottongen.org/contact</a>) if you have any further question about using the website.

**Section A**: How to retrieve your account information if you forgot the password.

Section B: Review/Edit your ICGI member profile

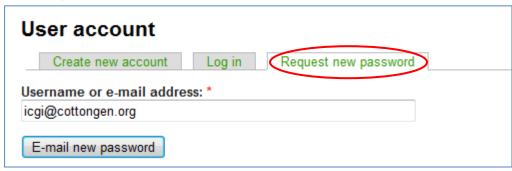
Section C: Register for the ICGI 2012 Conference.

## A. Forgotten your account/password:

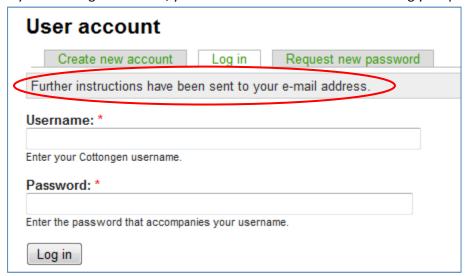
1. Go to the CottonGen website at <a href="http://www.cottongen.org">http://www.cottongen.org</a> and click on [Login]



2. Click on [Request new password], enter the email you used to register your account, and click on the button [Email new password].



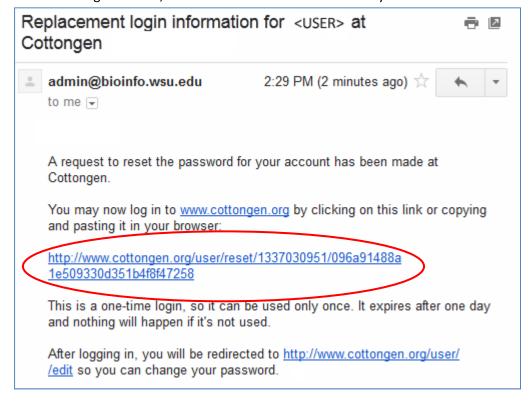
3. If you are a registered user, you will receive an email about resetting your password.



4. If you see an error about the email not being recognized, you can try a different email or create a new account.



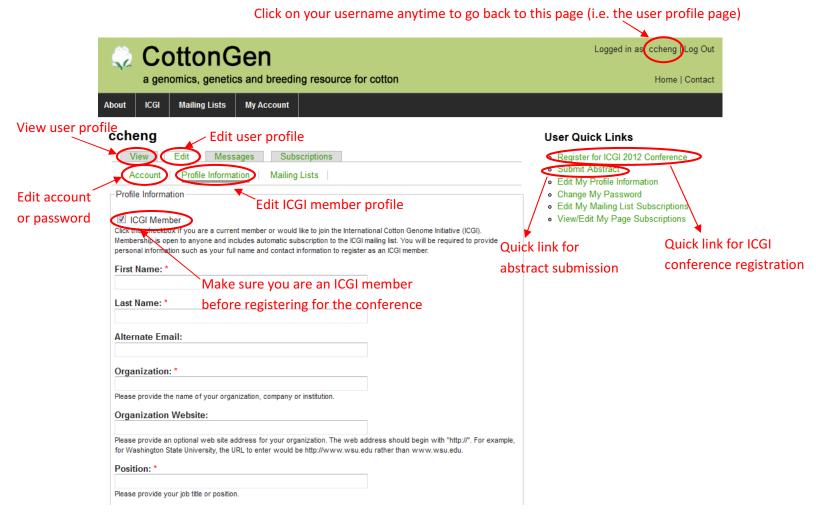
5. After receiving the email, follow the link in the email to reset your account.



6. If you don't receive any email, please clear your browser's cache and try again. If you still have a problem, please contact us using the online contact form (<a href="http://www.cottongen.org/contact">http://www.cottongen.org/contact</a>) and we can reset the password for you.

## B. Basic user functions and quick links

1. After logging in, you'll be brought to the user profile page as the following picture.



## C. Register for the ICGI 2012 Conference.

1. After log in, a new link [Register for ICGI 2012 Conference] has been added for conference registration (please referring to the picture in **Section B**). Click on the link to register for the conference. You must become an ICGI member before you can register.



- 2. Click on [Save] to finish registration.
- 3. At any time you can also use the drop down menu to register conference, submit abstracts, or view your current abstract submission. You must log in first to use these functions.

