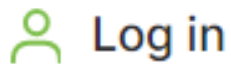
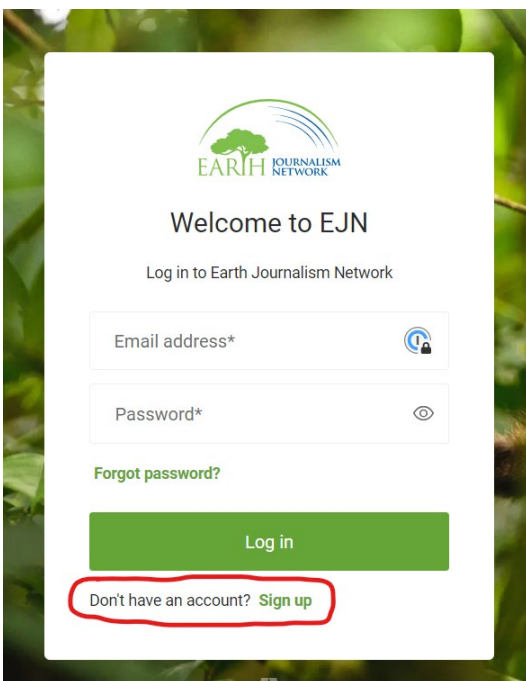


## How to Make an Account on EJV's Website

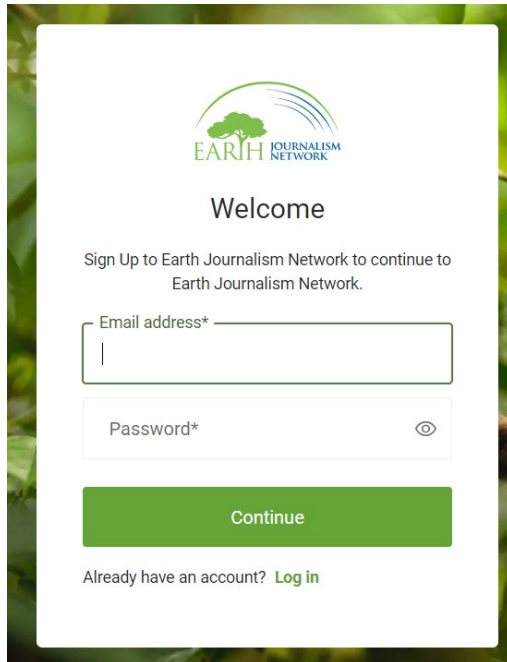
1. Navigate to [EarthJournalism.net](http://EarthJournalism.net). At the top right of the website, click on the icon that reads "Log in."



2. You will be directed to a new page. In the dialog box, click on the "Sign Up" option at the bottom.

A screenshot of the Earth Journalism Network login and sign-up dialog box. The dialog box is white with a green border and contains the EJV logo at the top. Below the logo, it says "Welcome to EJV" and "Log in to Earth Journalism Network". There are two input fields: "Email address\*" with a blue lock icon and "Password\*" with a blue eye icon. Below the password field is a link that says "Forgot password?". At the bottom of the dialog box, there is a green "Log in" button and a link that says "Don't have an account? Sign up". The "Sign up" link is circled in red.

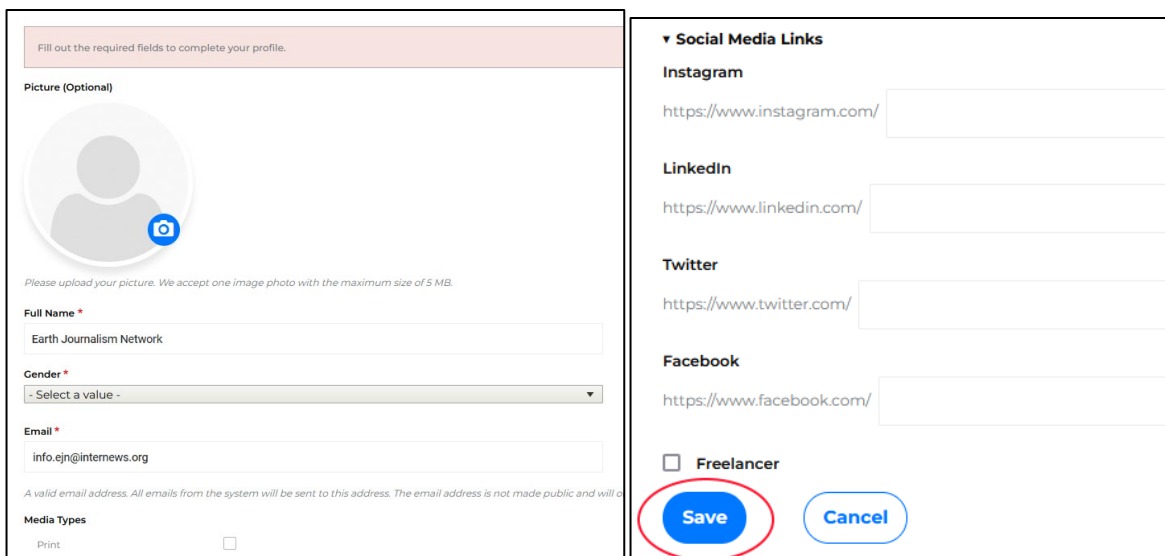
3. Type in the email address that you would like to use to register an account.



The screenshot shows the registration page for Earth Journalism Network. At the top is the logo, which consists of a green tree icon and the text "EARTH JOURNALISM NETWORK". Below the logo is the heading "Welcome". Underneath, it says "Sign Up to Earth Journalism Network to continue to Earth Journalism Network." There are two input fields: "Email address\*" and "Password\*", both with asterisks indicating they are required. The "Email address\*" field has a cursor in it. Below the password field is a green "Continue" button. At the bottom, there is a link that says "Already have an account? Log in".

Next, create a password. It must be at least eight characters long and contain at least three of these four conditions: lowercase letters, uppercase letters, numbers, or special characters. It also can't have more than two identical characters in a row.

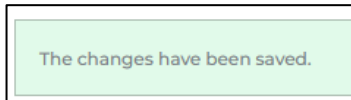
4. You will be redirected to the "Edit Profile" section of your user account. You are only required to fill out the fields with red asterisks; the rest is optional. Once you have finished, click the blue "Save" button at the bottom of the screen.



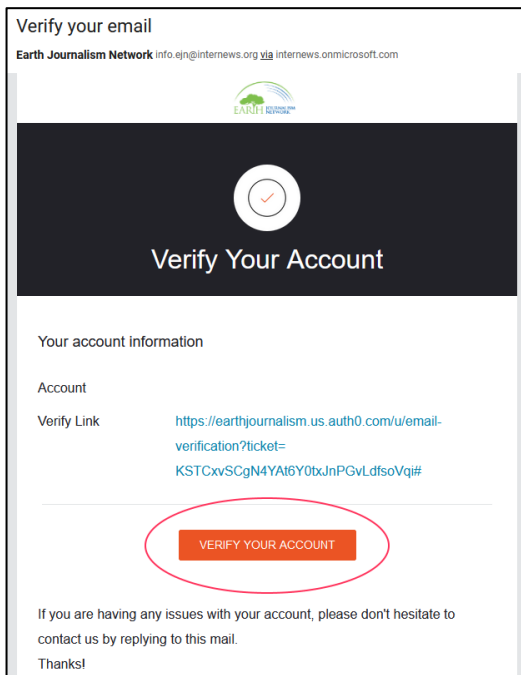
The screenshot shows the "Edit Profile" section of a user account. At the top, there is a pink banner that says "Fill out the required fields to complete your profile." Below this, there are several sections:

- Picture (Optional):** A circular profile picture placeholder with a camera icon. Below it, a note says "Please upload your picture. We accept one image photo with the maximum size of 5 MB."
- Full Name \*:** A text input field containing "Earth Journalism Network".
- Gender \*:** A dropdown menu with "Select a value" selected.
- Email \*:** A text input field containing "info.ejn@internews.org". Below it, a note says "A valid email address. All emails from the system will be sent to this address. The email address is not made public and will o".
- Media Types:** A section with a "Print" label and a checkbox.
- Social Media Links:** A section with four rows, each for a different social media platform: Instagram, LinkedIn, Twitter, and Facebook. Each row has a label, a URL prefix (e.g., "https://www.instagram.com/"), and an empty text input field for the username.
- Freelancer:** A checkbox labeled "Freelancer".
- Buttons:** At the bottom, there are two buttons: a blue "Save" button and a blue "Cancel" button. The "Save" button is circled in red.

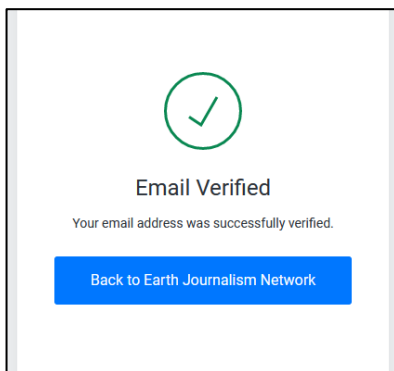
You will then be taken to your main user account page, and a green banner at the top of the screen will confirm that your changes have been saved.



**5.** Finally, when you sign up, a verification link is sent to your email address from [info.ejn@internews.org](mailto:info.ejn@internews.org) with the subject line "Verify your email."



Click the orange button that reads "Verify Your Account" and you will be directed to a web page that confirms your email address has been verified.



If you have any questions, please drop us a message at [info.ejn@internews.org](mailto:info.ejn@internews.org).