Celebrants' Association of New Zealand Inc.
Te Kāhui Ārahi Ritenga o Aotearoa

NEW CANZ Website Instructional Guide

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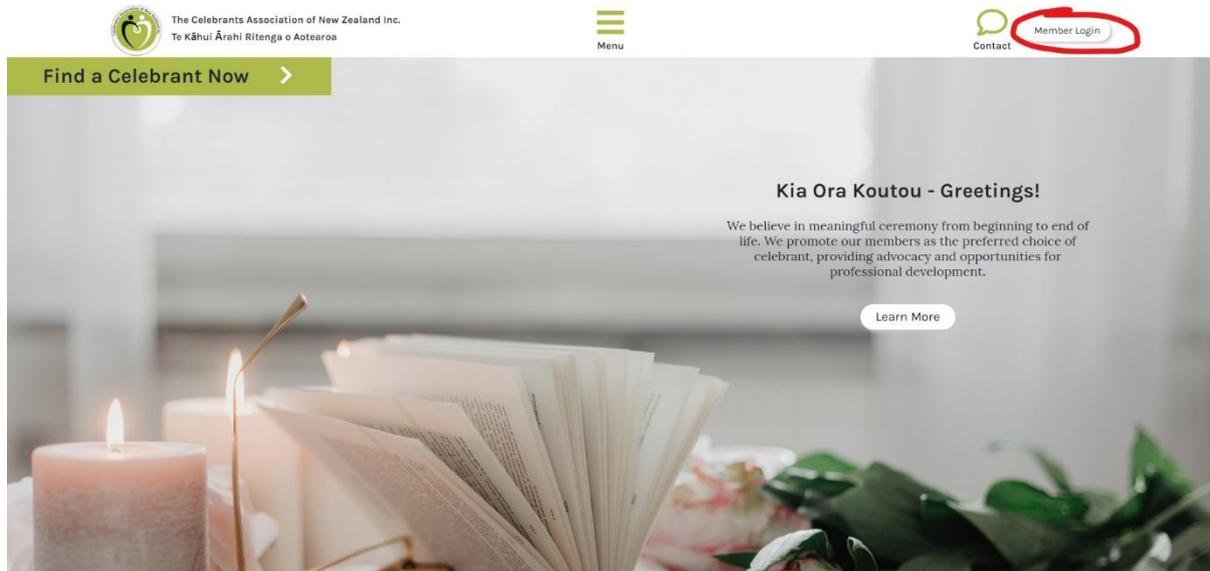
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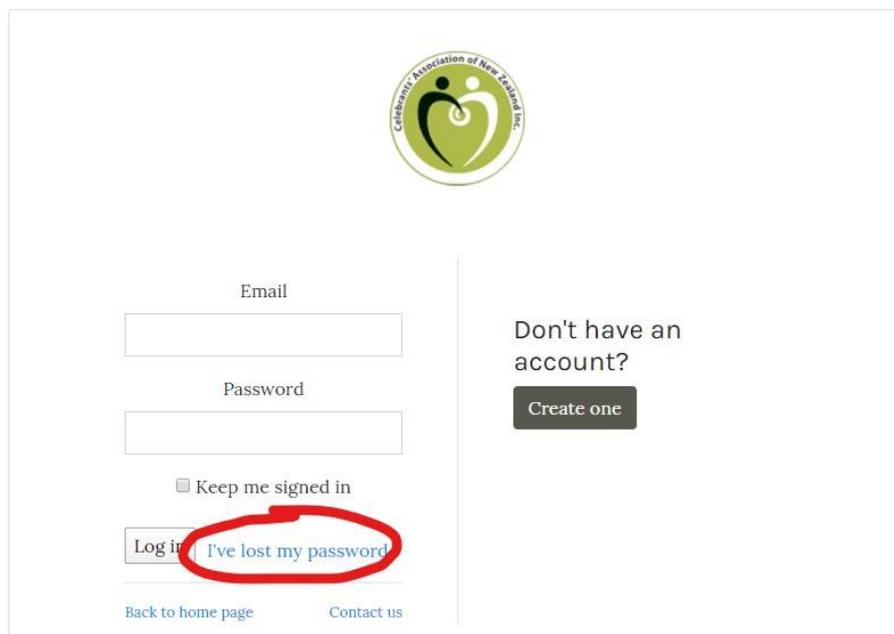
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Getting started:

Step 1: To get started, please go to www.celebrantsassociation.co.nz and click "Member Login" in the top right corner.

Step 2: Select "I've lost my password."

Step 3: Type in your email (the one you regularly use to sign in with CANZ) and click "Send me the password reset link."

Enter your e-mail address and we will send you a link with which you can reset your password
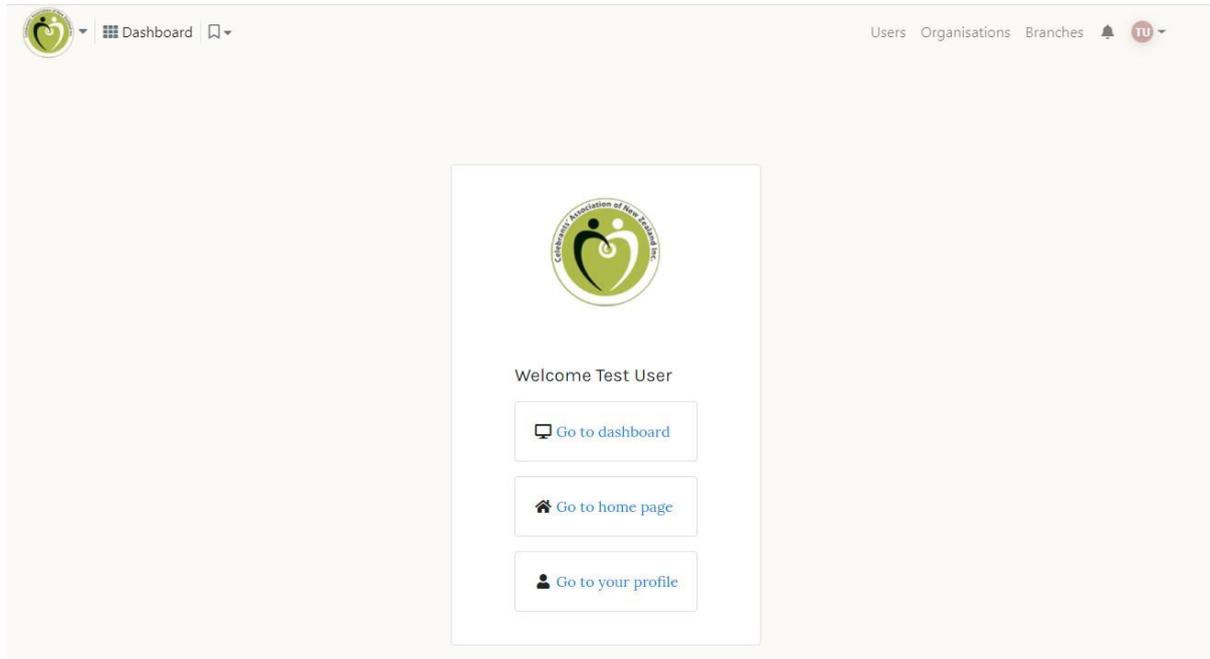
Email

Send me the password reset link
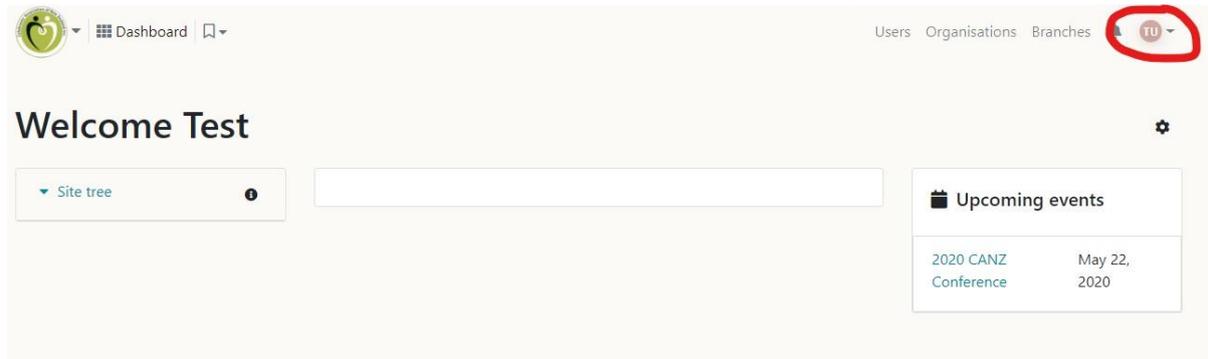
Back to home page   Contact us

Step 4: Check your email and click the link to reset your password. Please check your junk mail if you do not receive an email.

Step 5: Log in with your new password. You will then come to a page that looks like this:

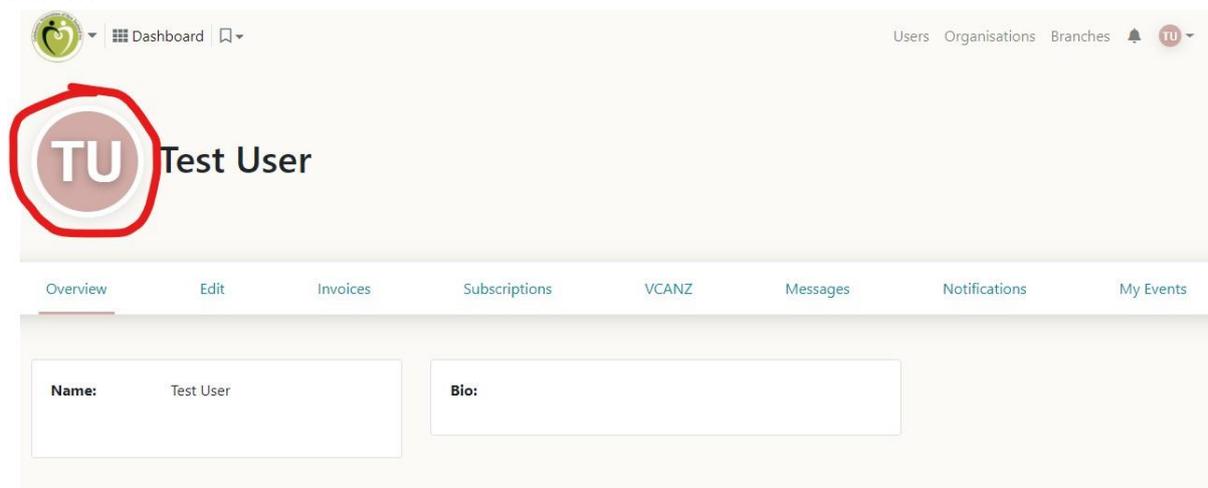# Viewing and Changing Your Profile

Step 1: To access your profile, click your profile icon in the top right corner.
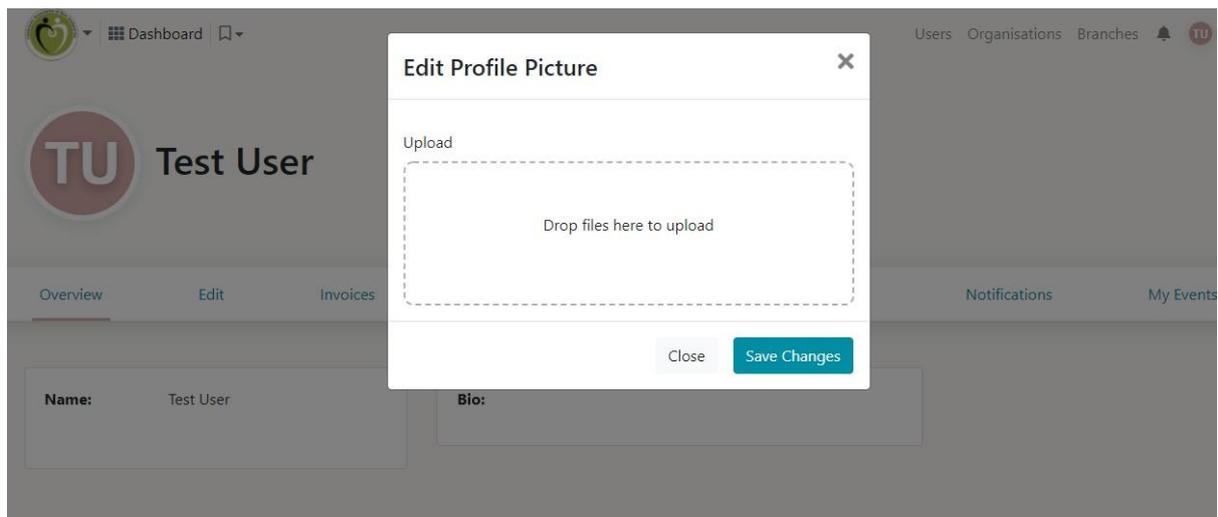

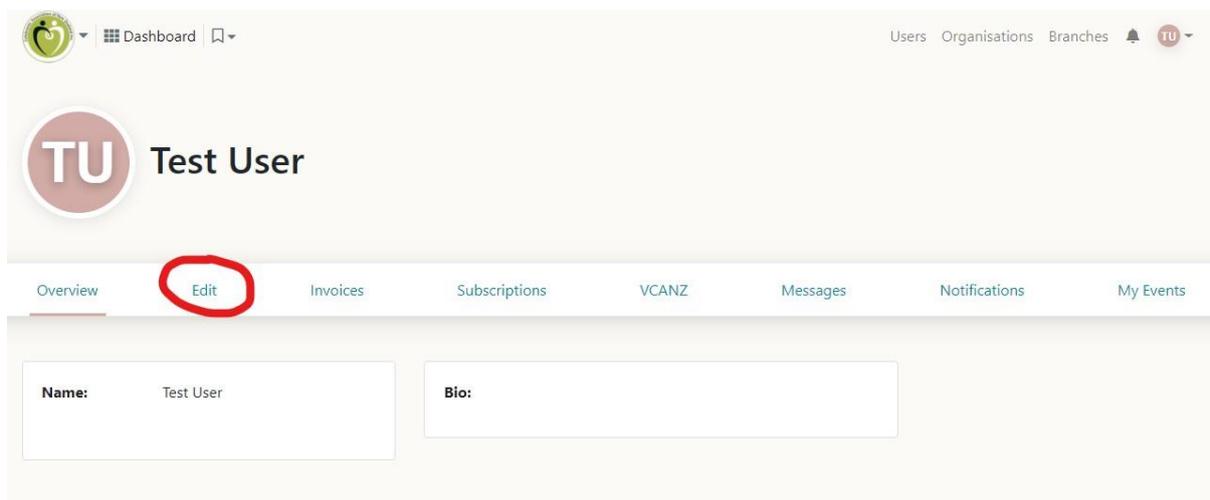Step 2: You will see a drop-down menu. Click "View Profile."

Step 3: This is your profile. You can add or change your profile picture by clicking the icon below.

There, you will be able to upload a new photo.

Step 4: You can also edit your profile details by selecting "Edit"

Y

You can edit information such as contact info, addresses, dietary information, demographic, and add a bio. **Most of this information will be visible on your public profile.** (Information that is not relevant to the public will not be shared, such as dietary information and demographic. This information will be used by CANZ only for upcoming events and statistical purposes, and is optional.)

Remember to save any changes by clicking the "Save changes" button.
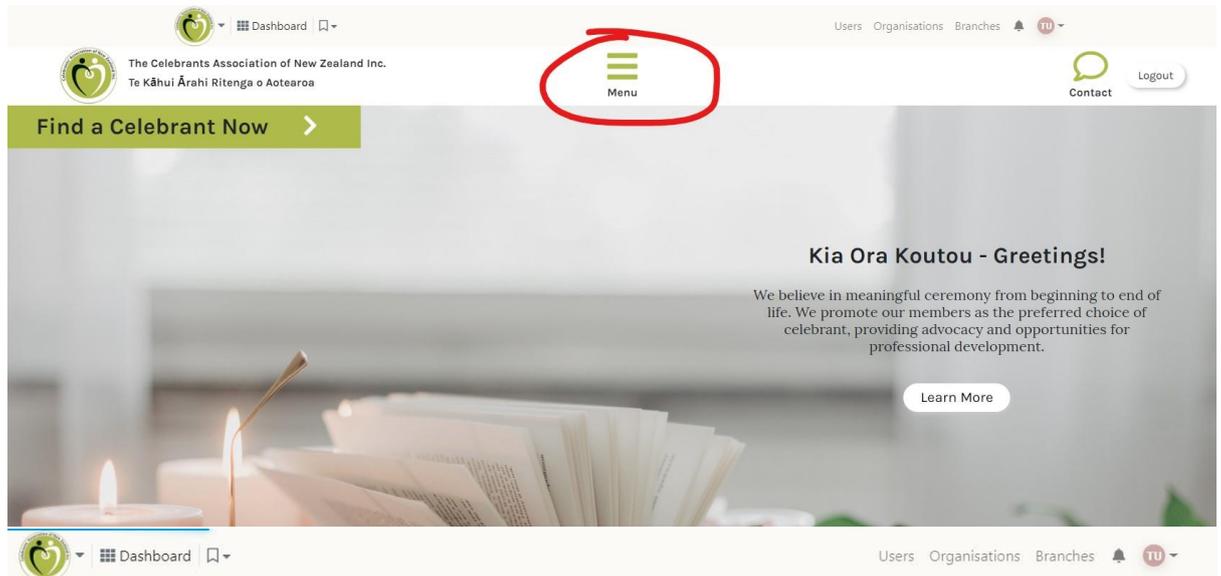
Accessing Member Resources

There are 2 ways to access the member resources.

1) On the home page, click "Menu," then "Member Resources"

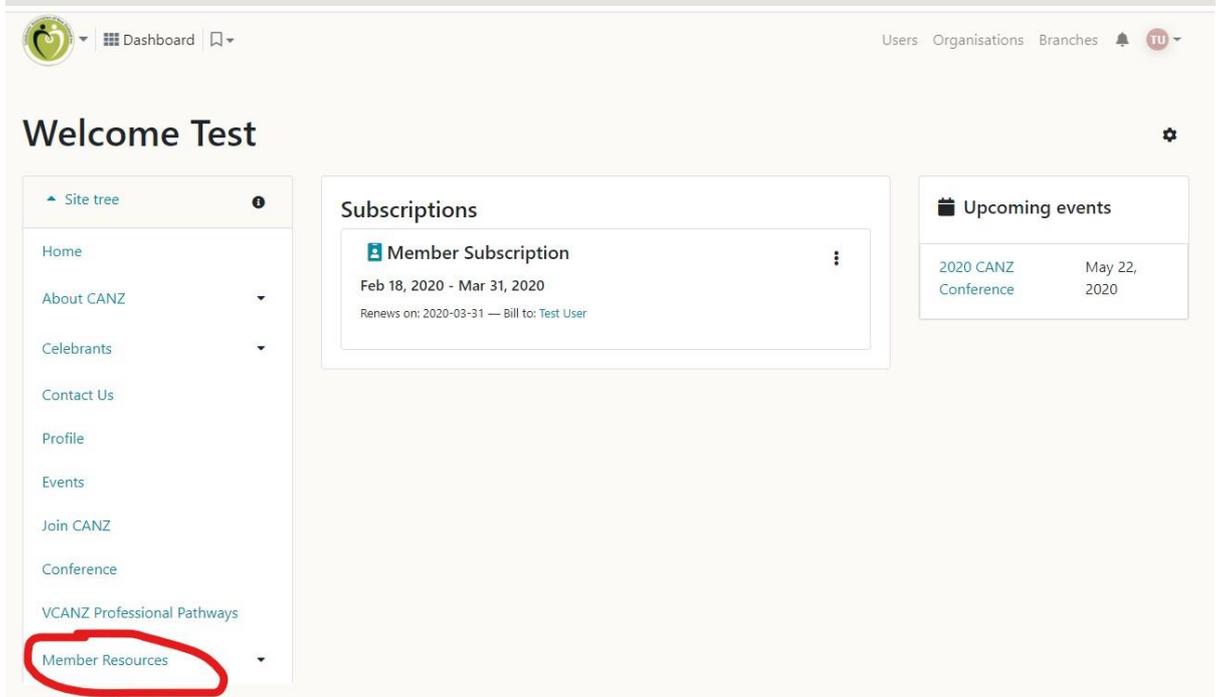2) Alternatively, from your dashboard you can click "Site Tree" and then "Member Resources"

There, you will be able to see the Member Resources section.

Dashboard

The Celebrants Association of New Zealand Inc.
Te Kāhui Ārahi Ritenga o Aotearoa

Find a Celebrant Now   >

Menu

Contact   Logou

Branches

CANZ Documents

Branches

AGM

BDM

Professional Development

Panui Newsletter

Member Benefits

Celebrant Resources

Dashboard

The Celebrants Association of New Zealand Inc.
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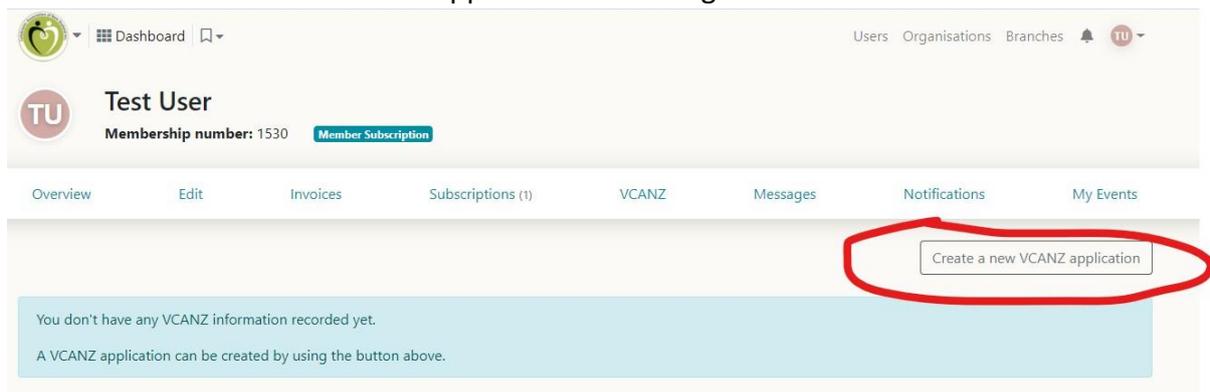**Find a Celebrant Now**   >

Applying for VCANZ

To apply for VCANZ, click "VCANZ" on your profile page.
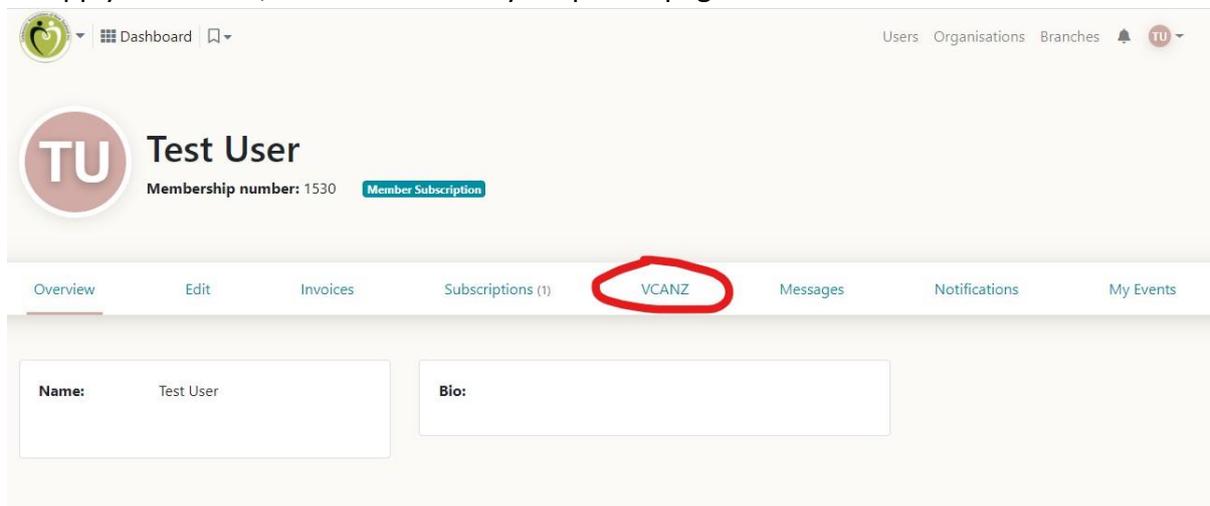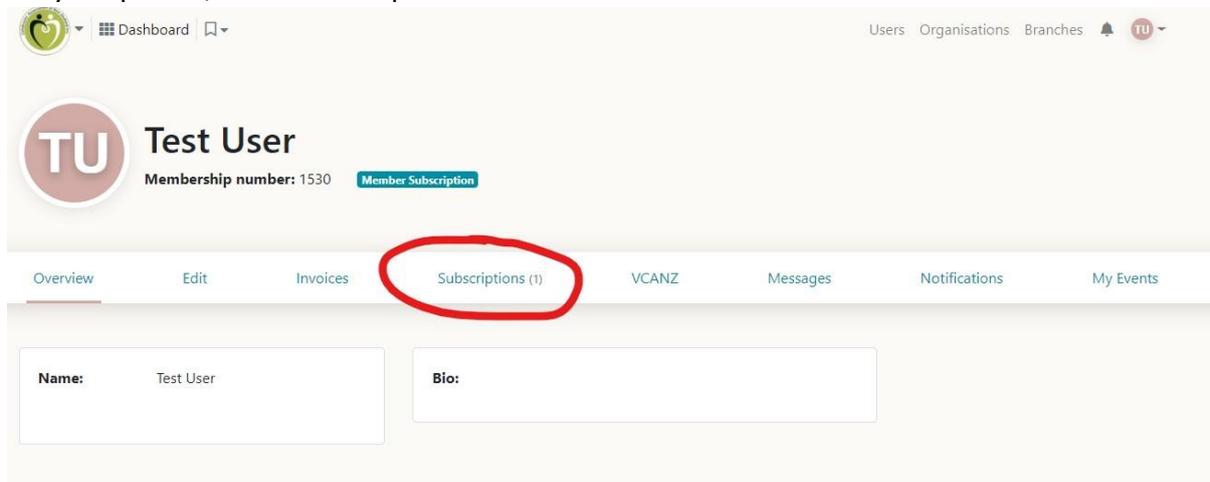

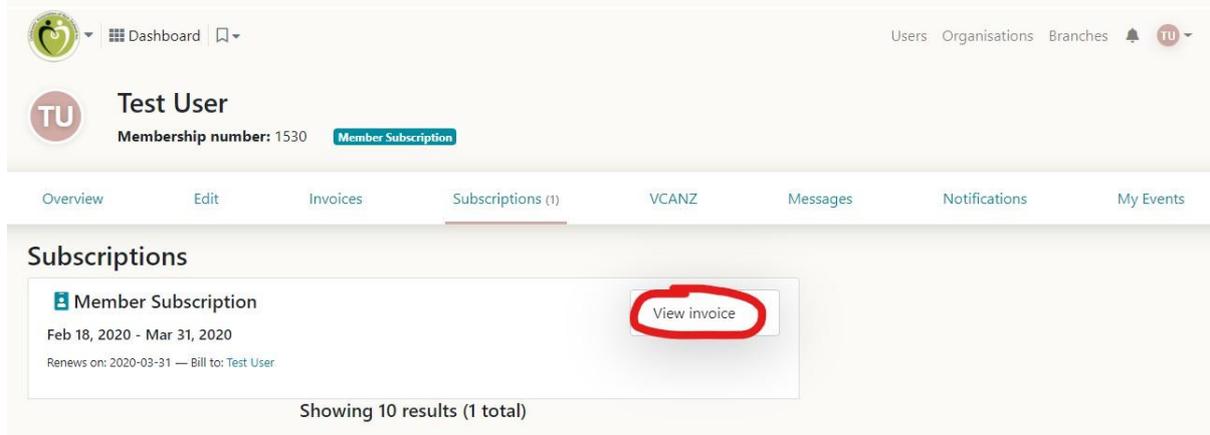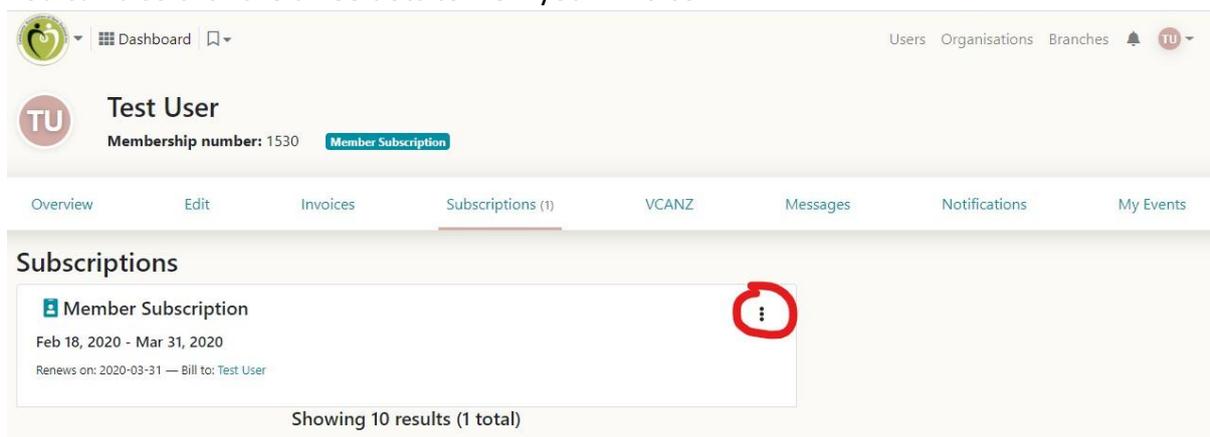Then click "Create a new VCANZ application" in the right corner.

Managing your subscription
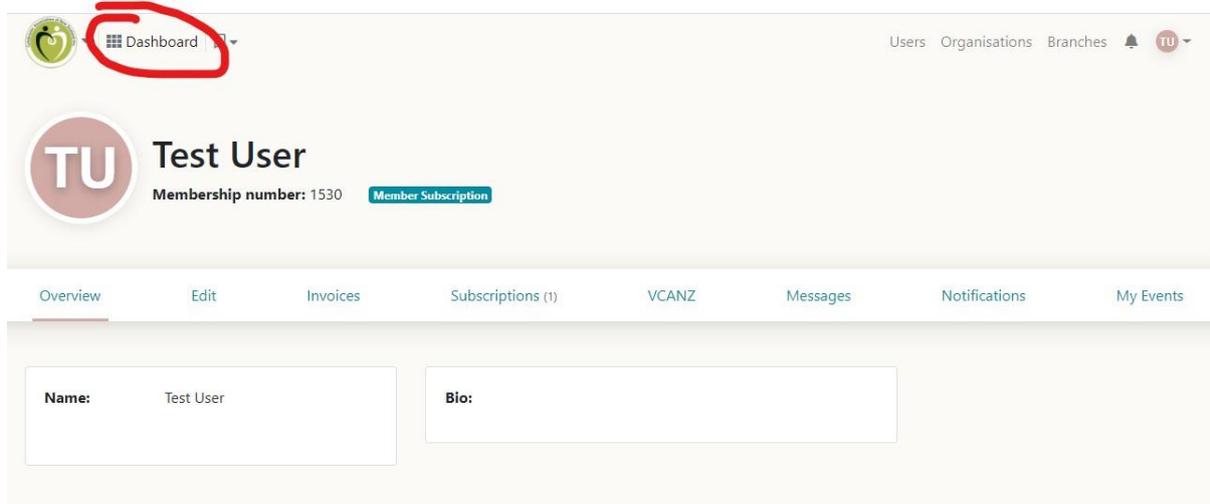
On your profile, click "Subscriptions"

There, you will be able to see your current subscription:

You can also click the three dots to view your invoice.

View Upcoming Events

To see any upcoming events through the Celebrants Association, click "Dashboard" in the top left.

There, you will be able to see upcoming events on the right side.