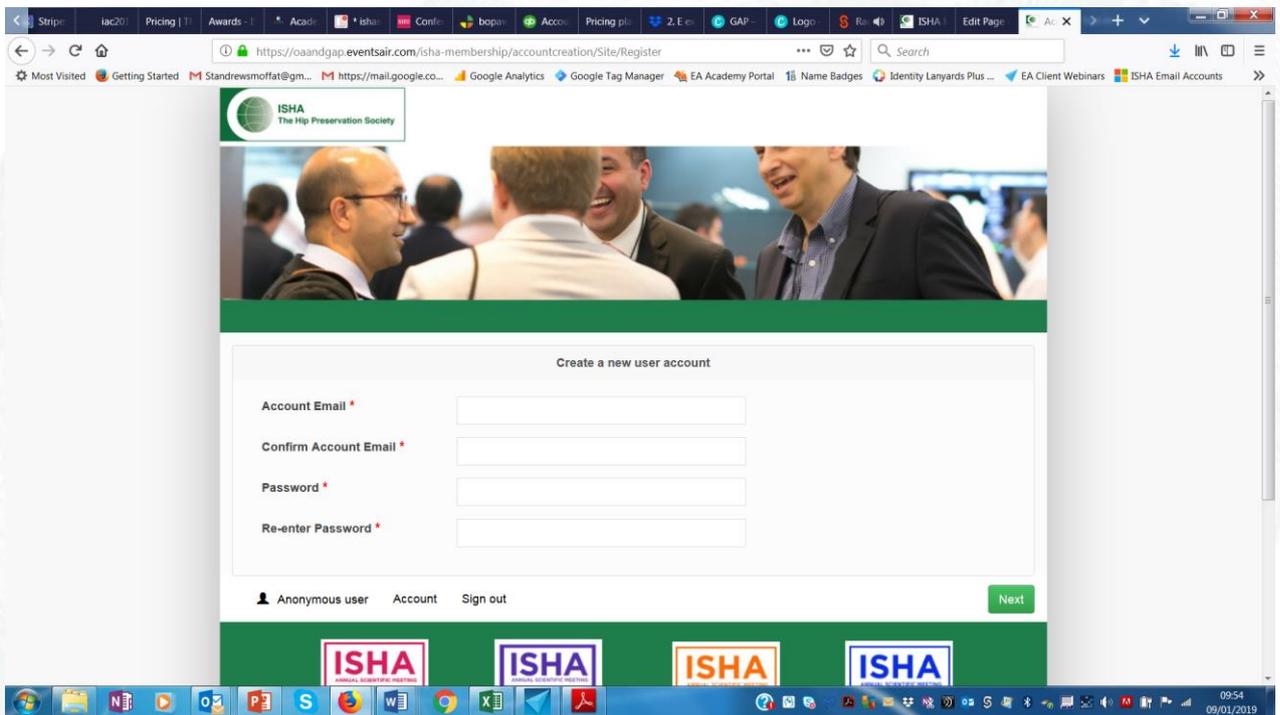


Instructions For Login To Your Membership Account and Making Subscription Payments

1. Account Login for the 1st Time

In mid-2018 we moved the membership portal to a new platform to improve the security of your personal data in-line with new EU data privacy regulations.

To access your historic membership data, we ask that you create a **“New User Account”**



To ensure that your account links to your existing data we need to ask that you access this via the Account Creation link previously sent. ***If you need this re-sent please email us.***

This initial step must be completed before your login credentials will be recognised through the website.

If you have not received this email, please contact the ISHA Office Team at member@isha.net.

ISHA Membership Office

T: +44 (0)20 3519 9427 www.isha.net E: member@isha.net

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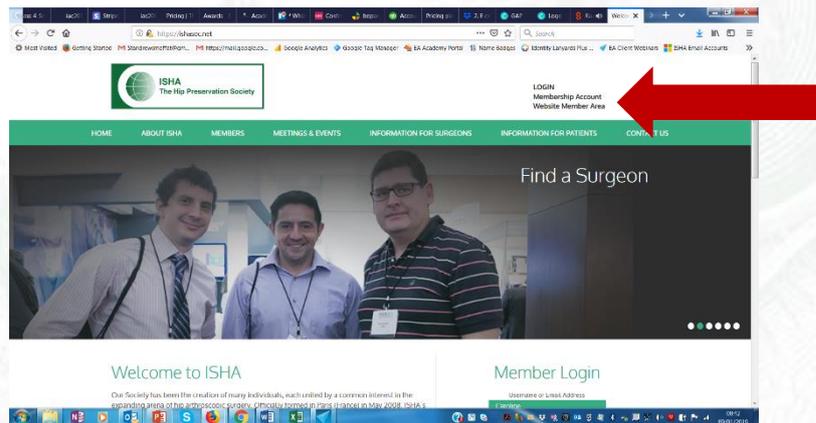
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2. Logging in to Your Membership Account

Once you have created your New User Account login credentials a via the link sent to you, can login to your user account in one of 3 ways as shown below.

Account login credentials, please login to your member account using the Member Portal link below and using the login details you have just created.

1. Using the Membership Account link on the isha.net website



OR

2. Via the Account Login Button below

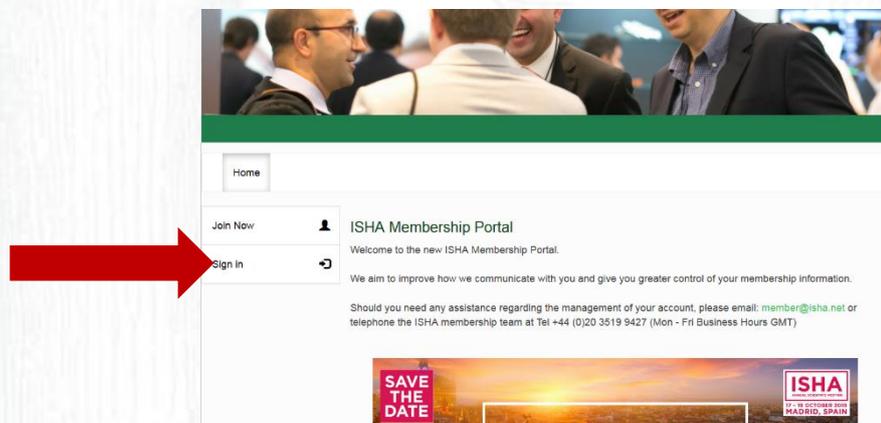
[ISHA Membership Portal](#)

OR

3. By pasting the following url into your browser:

<https://oaandgap.eventsair.com/isha-membership/isha>

Sign in to your Member Account using the login credentials you previously created.



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www.isha.net

E: member@isha.net

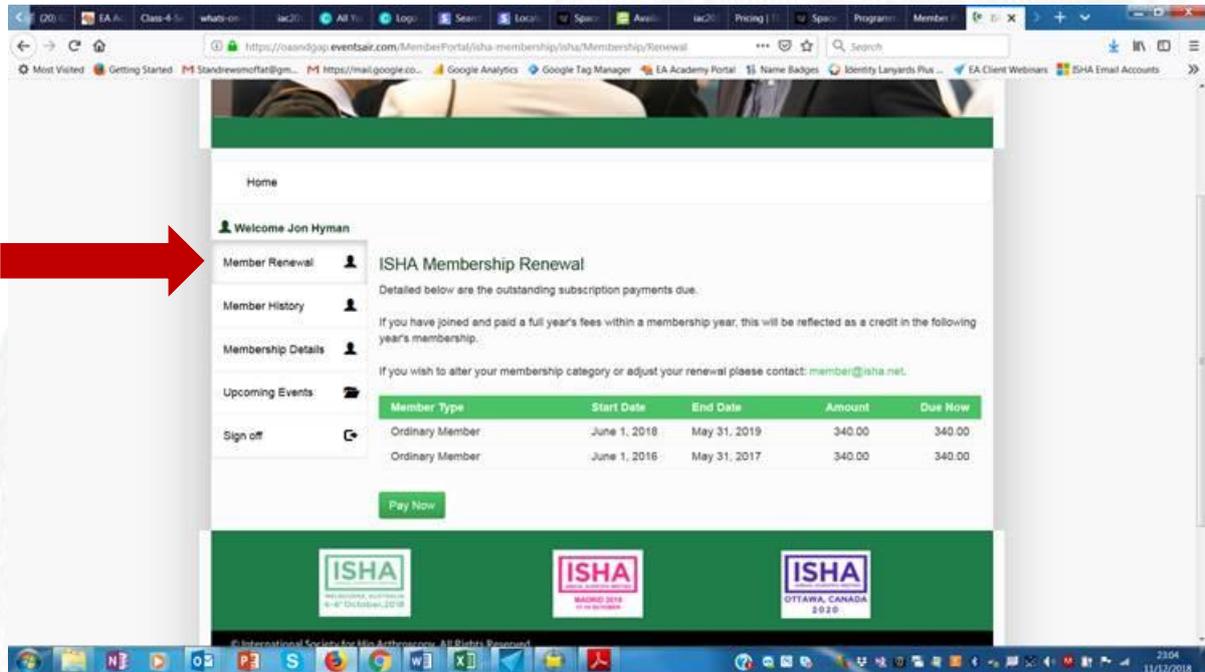
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3. Subscription Payment

If the Member Renewal tab is displayed on the left hand navigation bar, then this indicates your account is showing a balance outstanding. This tab will not appear if your account payments are up to date.



Home

Welcome Jon Hyman

Member Renewal  ISHA Membership Renewal

Detailed below are the outstanding subscription payments due.

If you have joined and paid a full year's fees within a membership year, this will be reflected as a credit in the following year's membership.

If you wish to alter your membership category or adjust your renewal please contact: member@isha.net.

Member Type	Start Date	End Date	Amount	Due Now
Ordinary Member	June 1, 2018	May 31, 2019	340.00	340.00
Ordinary Member	June 1, 2016	May 31, 2017	340.00	340.00

[Pay Now](#)

Click on the "Pay Now" button and you have the option to pay by credit card using Paypal or select "Pay Later" should you wish to pay by bank transfer or standing order payment.

Any outstanding dues from previous years will also appear (if any).

Bank Transfer Payments

Bank transfer or standing order payments can be made to the ISHA Membership bank account. Please send a copy of your remittance to member@isha.net so that we can update your file.

UBS Bank, Marly - IBAN Number: CH03 0026 0260 1115 4040 Q

If your membership payment is being made by a third-party e.g. a hospital or clinic, can you ask that they clearly specify on the payment remittance which member payment they are making so we can link this to your account.

If you have any questions relating to the balance showing, please contact our office team.

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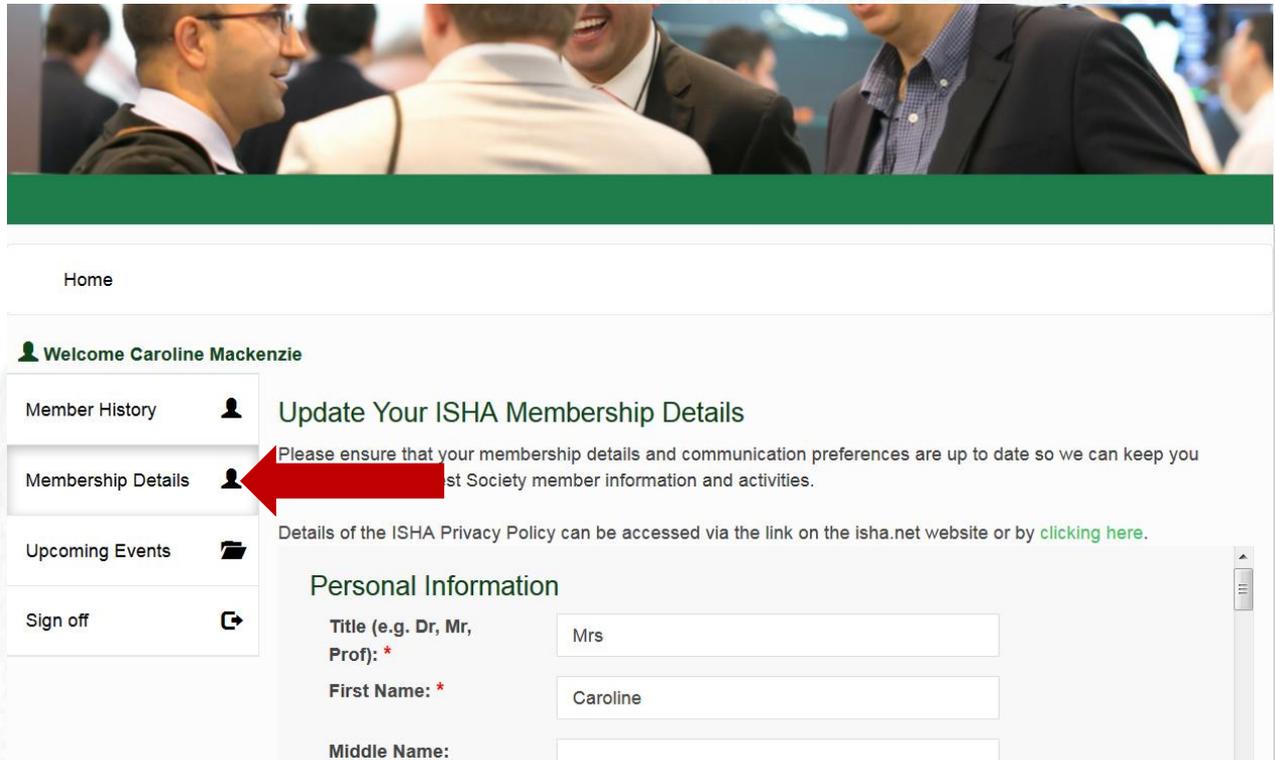
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4. Updating Your Membership Details

You will see that we have transferred over most of your personal information from the previous membership platform.



Home

Welcome Caroline Mackenzie

- Member History
- Membership Details**
- Upcoming Events
- Sign off

Update Your ISHA Membership Details

Please ensure that your membership details and communication preferences are up to date so we can keep you up to date on the latest Society member information and activities.

Details of the ISHA Privacy Policy can be accessed via the link on the isha.net website or by [clicking here](#).

Personal Information

Title (e.g. Dr, Mr, Prof): *	<input type="text" value="Mrs"/>
First Name: *	<input type="text" value="Caroline"/>
Middle Name:	<input type="text"/>

However, we would ask that you check that:

- Your contact details are up to date
- Add any social media accounts you like to use for professional activity
- Check your privacy / permission settings are correct

Please upload a current head and shoulders photograph and if you haven't already done so a short professional biography.

You are able to update your personal details within the portal at any time. It is important that this data is kept up to date as we will draw data from your membership record to appear on the "Members Listing" and "Find A Surgeon" profile on the ISHA Website.

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