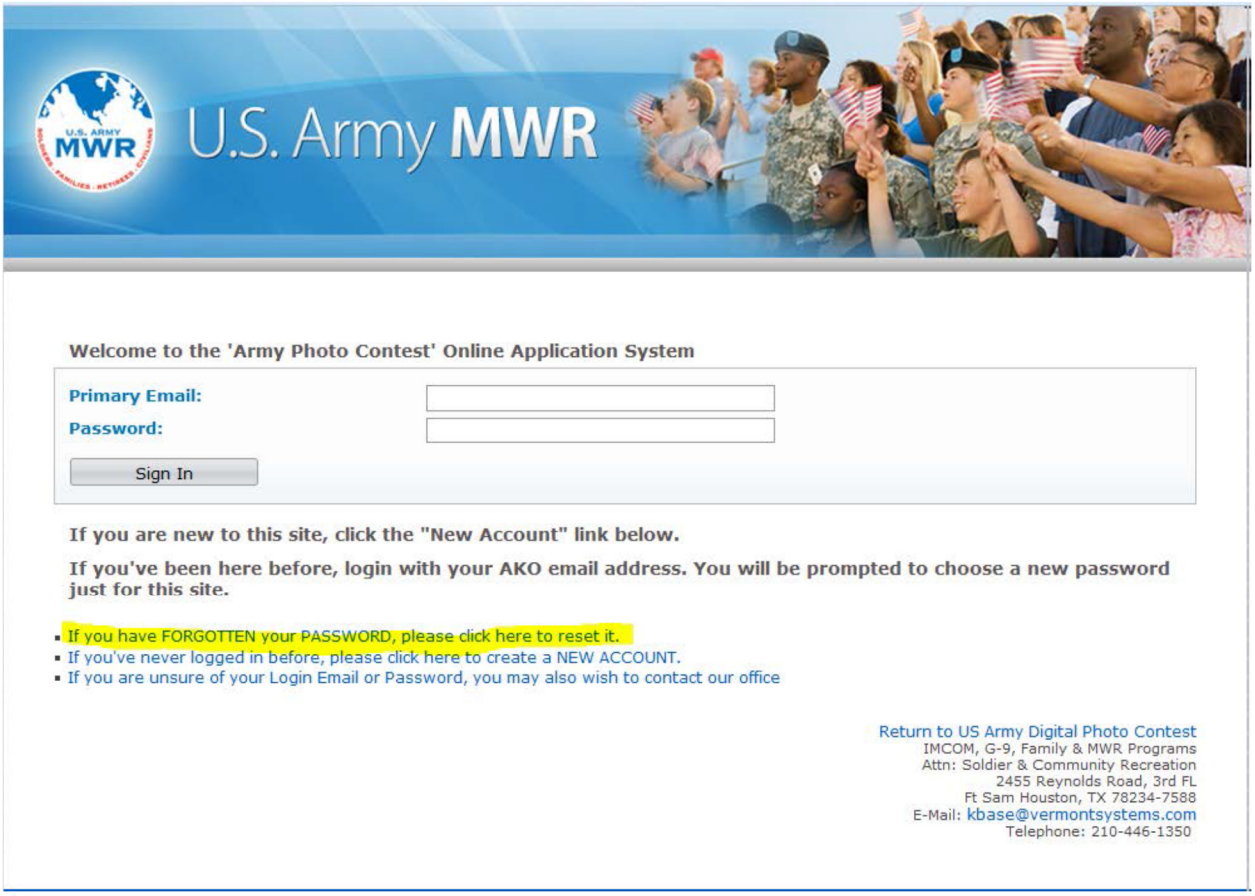
AppTrac 5.1 Army Arts & Crafts Login Procedures

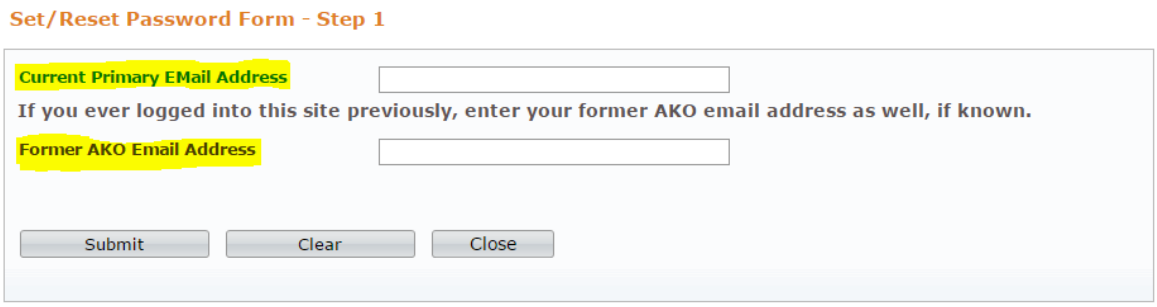
A - If you have logged in or entered a contest previously, then you have an account in the system. You just need to create a new password.

1 On the login page, click the FORGOTTEN PASSWORD link.

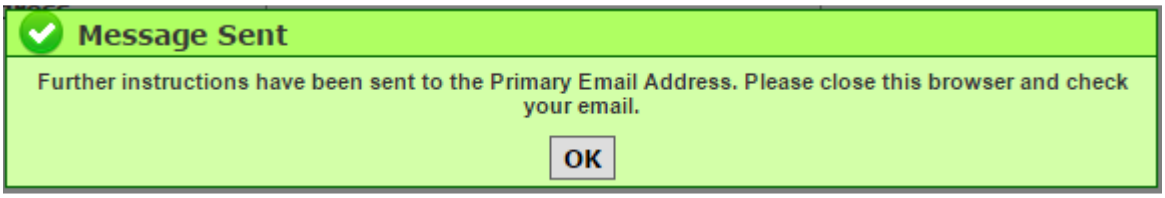


AppTrac 5.1 Army Arts & Crafts Login Procedures

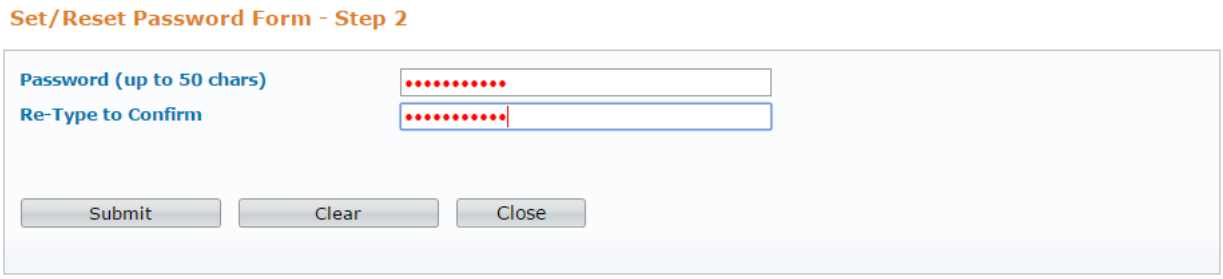
2 On the Set/Reset Password Form – Step 1, enter your current primary email (where you can send/receive emails). If you had an AKO email address, also enter it. That will allow us to link your current email address to your existing account.



3 An email will be sent to your current primary email address. Read that email and follow the instructions.

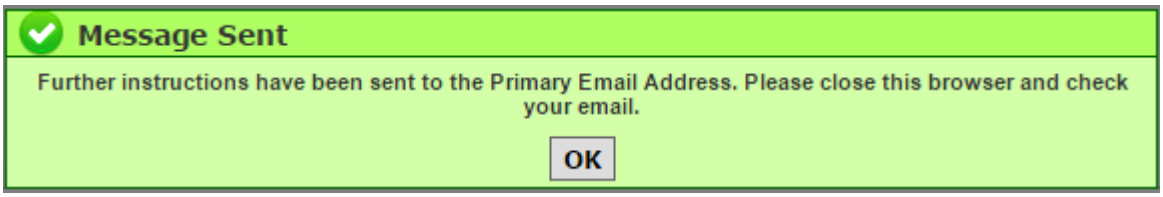


4 The email will have a time-sensitive link to bring you to this page. Enter your new password and re-type to confirm.

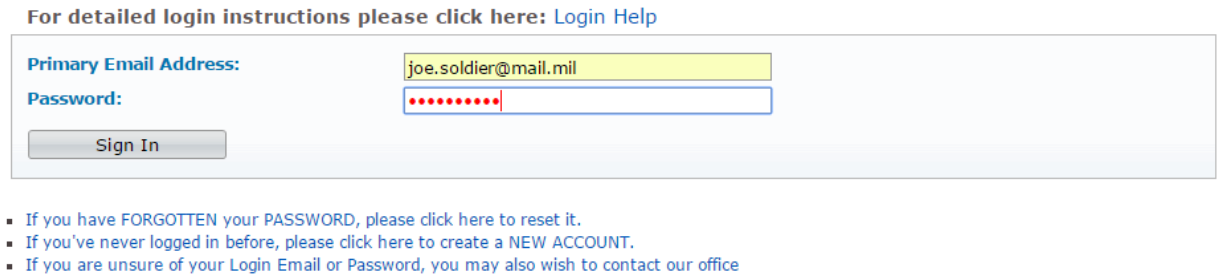


AppTrac 5.1 Army Arts & Crafts Login Procedures

5 An email will be sent to your current primary email address. Read that email and follow the login instructions.

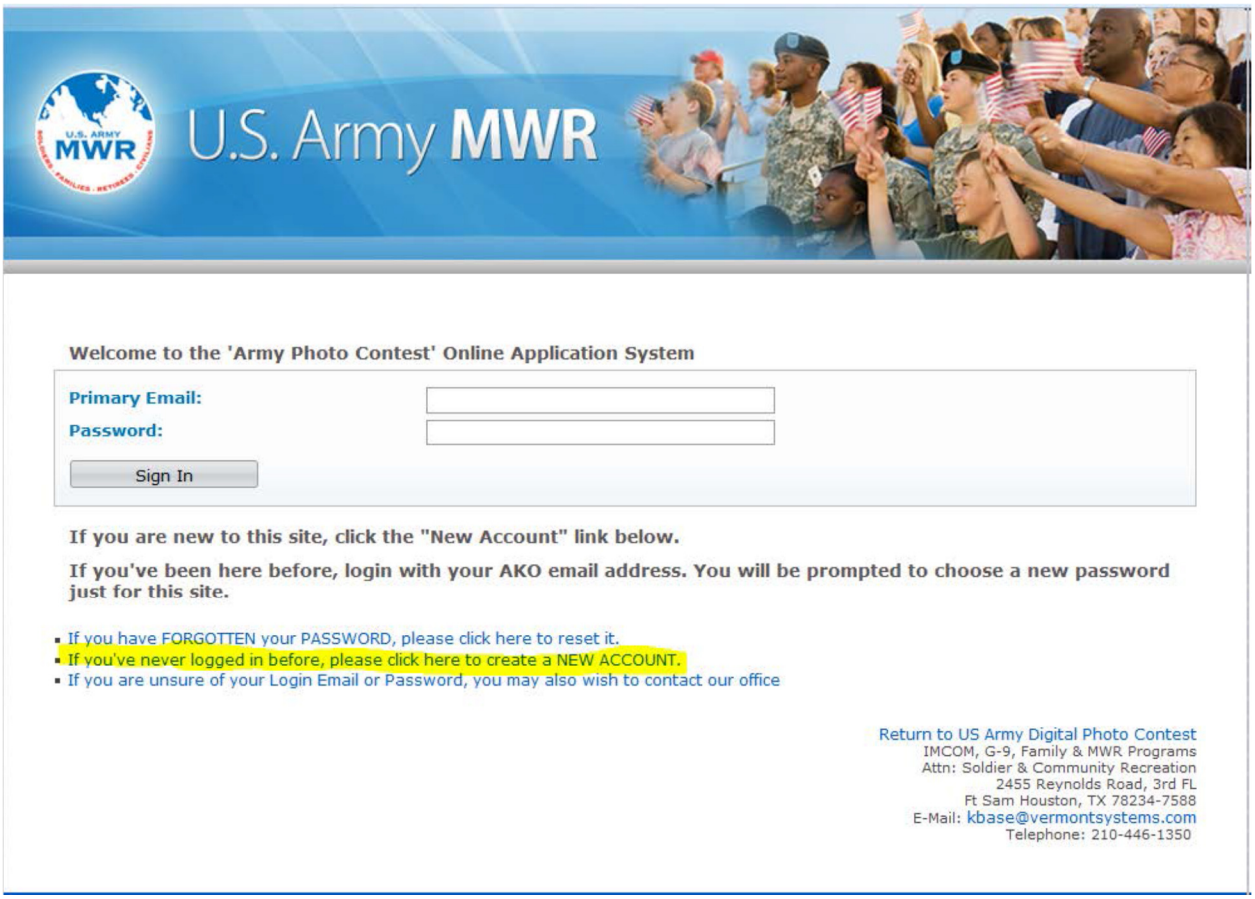


6 Click the link to go to the Login page where you can then login with your current primary email and your new password. Click the Sign In button.



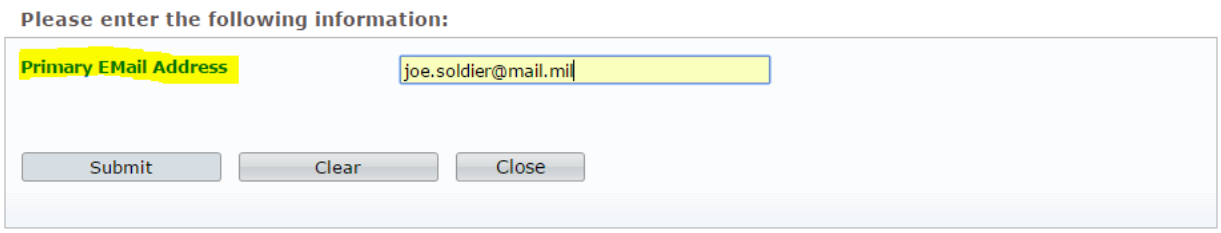
AppTrac 5.1 Army Arts & Crafts Login Procedures
B - If you have never logged in or entered a contest, then you must create a new account and a password for this site.

1 On the login page, click the NEW ACCOUNT link.

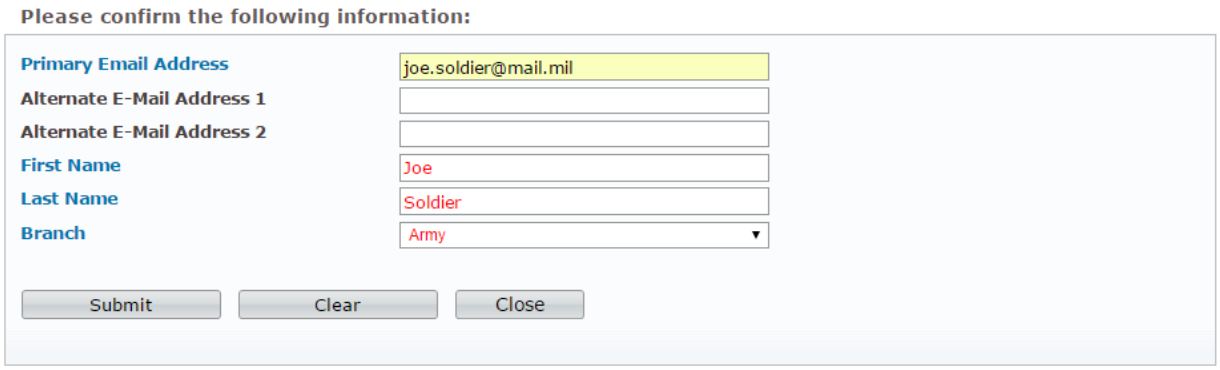


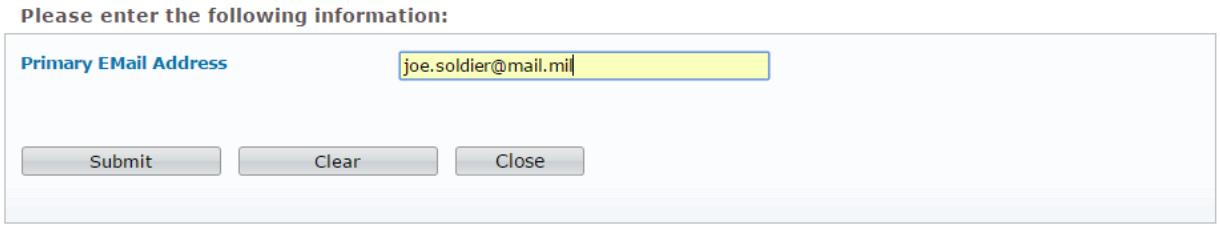
AppTrac 5.1 Army Arts & Crafts Login Procedures

2 Enter your current primary email (where you can send/receive emails).

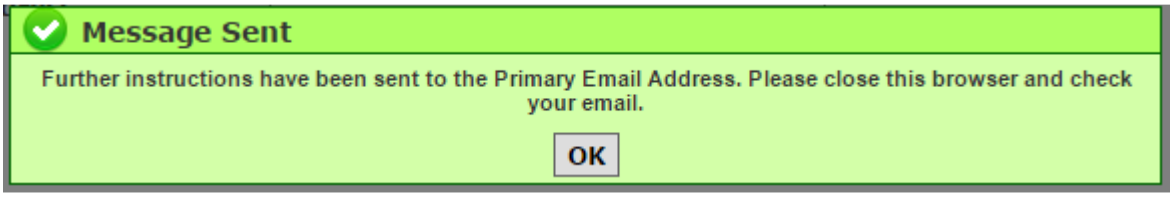


3 Enter your First Name, Last Name and select what Branch of service you are affiliated with. Optionally, enter an alternate email address. Click the Submit button.



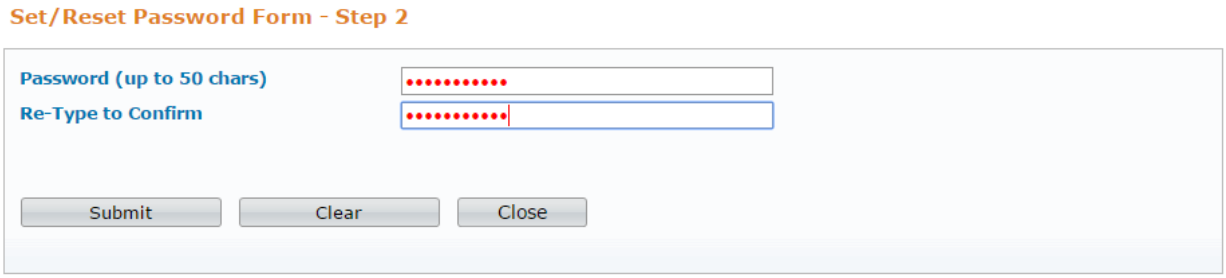


4 An email will be sent for you to set a password for your account.

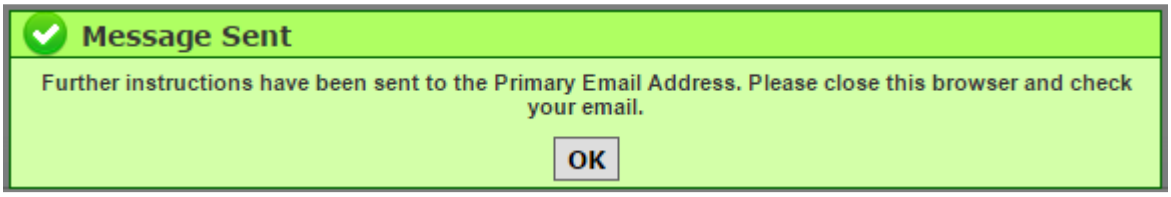


AppTrac 5.1 Army Arts & Crafts Login Procedures

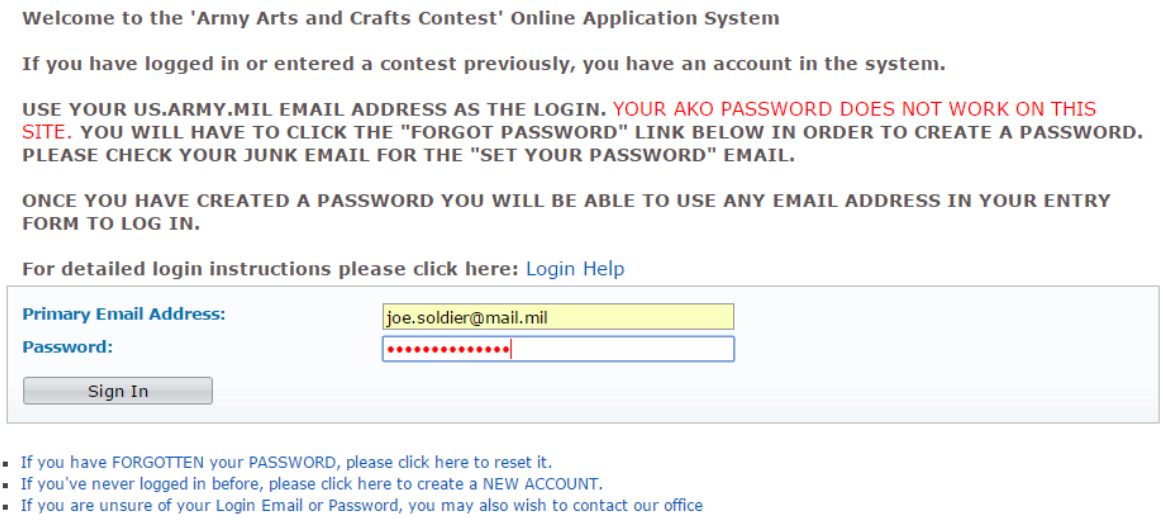
5 On the Set/Reset Password Form – enter your password



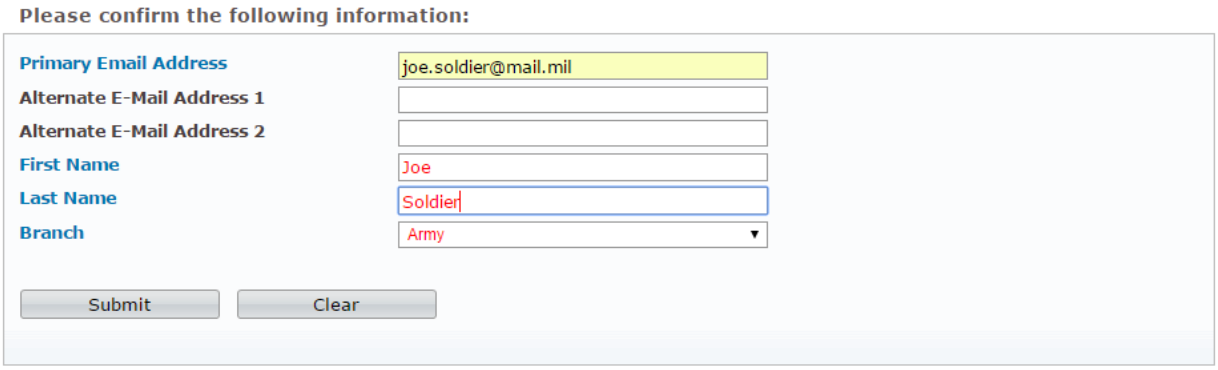
6 An email will be sent to your current primary email address. Read that email and follow the instructions therein.



7 The email will have link back to the login page. Fill in your email address and password



8 You will be asked to confirm your account information. You can enter an alternate email address if you wish.



9 When you click the Submit button you will be logged into the site so you can make a contest entry.