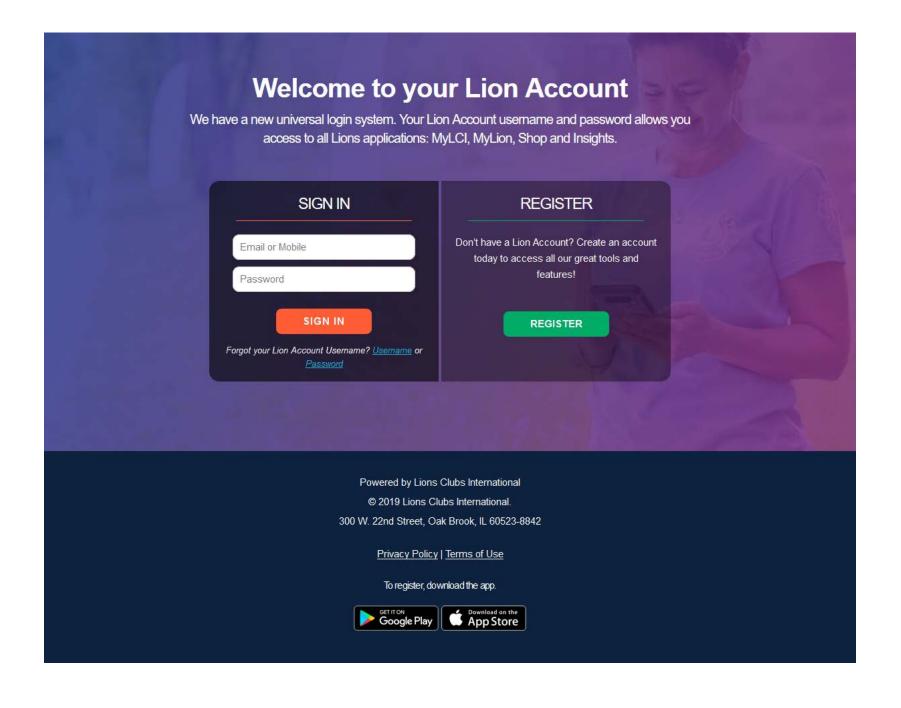
## Lion Account

Universal Login 3/27/19

#### **LION ACCOUNT REGISTRATION**

1. Click the Register button

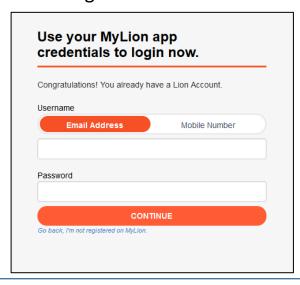


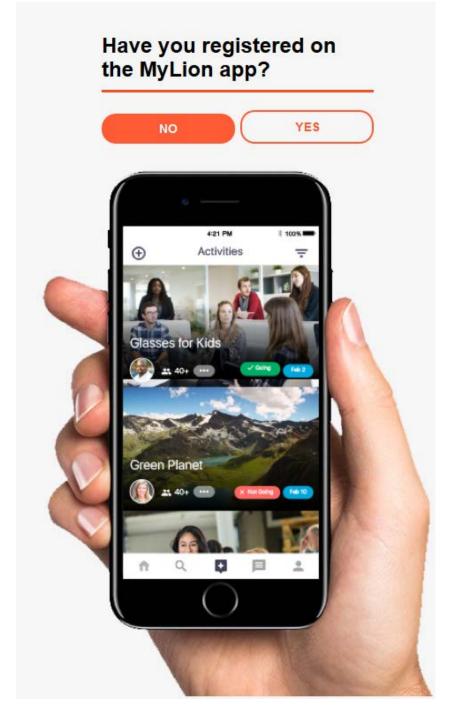
#### **Have you registered on the MyLion app?\***

#### 2. Click No

\*This question is provided now because if a user has already created a Lion Account using the MyLion App on their phone, they do not need to register again.

Clicking Yes will bring them to a screen that allows them to enter their Username and Password to login.





#### **Create your Lion Account**

- 3. Enter the following fields:
  - Enter Member ID
  - Enter Date of Birth
  - Enter either Email Address or Mobile Number
  - Enter a Password
  - Retype the same Password
  - Check the Privacy Policy
  - Check the Terms of Use

The following fields MUST match our Aptify database to successfully register:

- a. Member ID
- b. Email Address or Mobile Number
  - i. Only one is needed for registration

Date of Birth is required, but does not need to match the Aptify database to successfully register.

To read the Privacy Policy and Terms of Use, click on the links provided.

### **Create your Lion Account** Your Lion Account gives you access to all your favorite Lions Clubs International applications. Member ID Date of Birth Year Day Month Your Lion Account **Email Address** Mobile Number Password Retype Password Password should be at least 6 characters, include an uppercase letter, a lowercase letter, and a number. ☐ I have read and I agree to the Lions Clubs International Privacy Policy. ☐ I have read and I agree to the Lions Clubs International Terms of Use.

#### **Create your Lion Account**

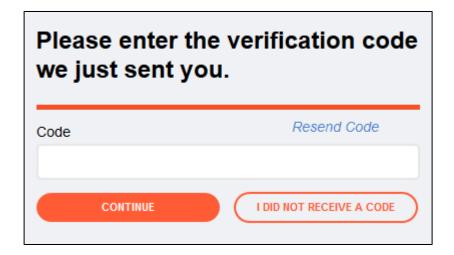
#### 4. Click Continue

#### Your Lion Account gives you access to all your favorite Lions Clubs International applications. Member ID 125760 Date of Birth **∨** 27 1982 March Your Lion Account **Email Address** Mobile Number Irwin@gmail.com Password ••••• Retype Password ••••• Password should be at least 6 characters, include an uppercase letter, a lowercase letter, and a number. ▼ I have read and I agree to the Lions Clubs International Privacy Policy. ▼ I have read and I agree to the Lions Clubs International Terms of Use. CONTINUE

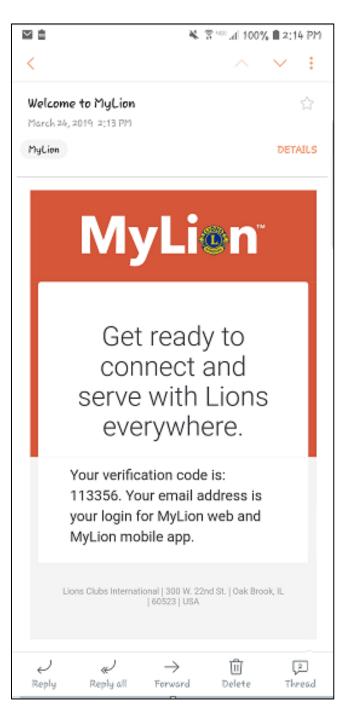
**Create your Lion Account** 

#### **Verification Code**

5. The screen for the verification code will show



6. Go to your email to retrieve the verification code to complete your registration



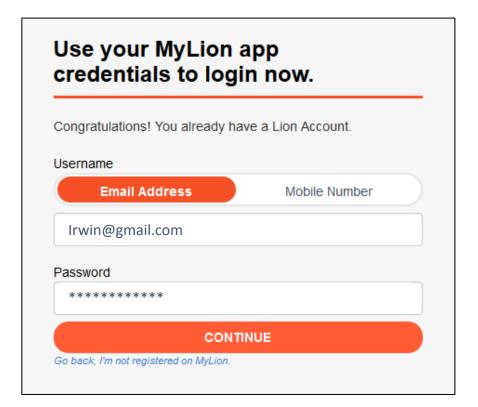
#### **Verification Code**

- 7. Enter the verification code
- 8. Click Continue

# Please enter the verification code we just sent you. Code Resend Code 113356 CONTINUE I DID NOT RECEIVE A CODE

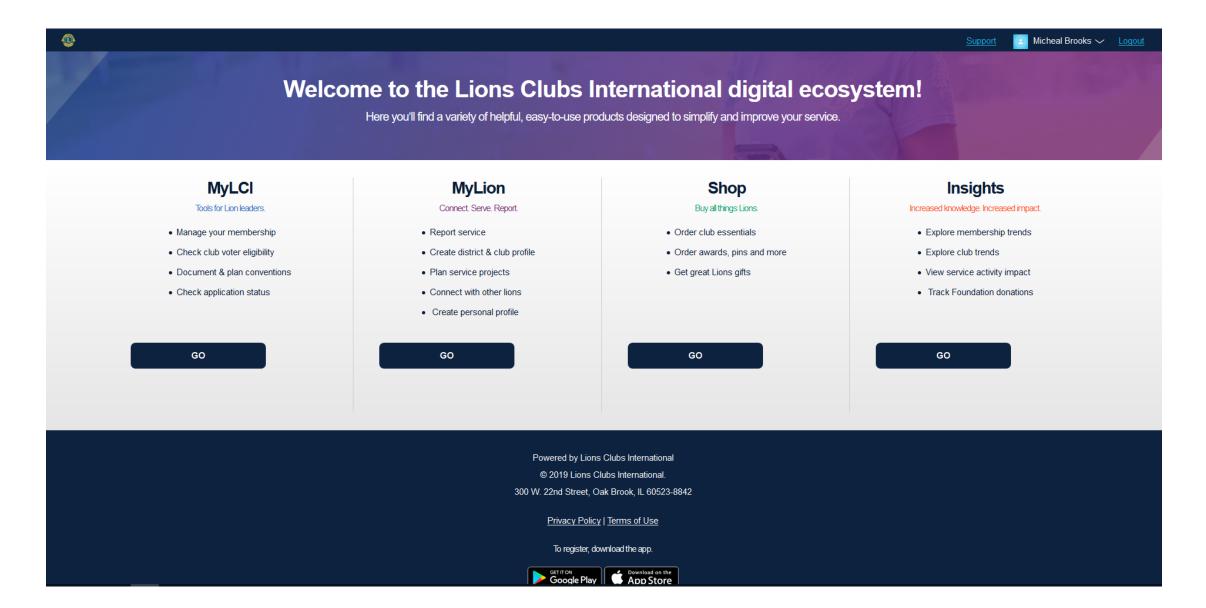
#### **Login**

- 9. Enter Username
  - This is the email or mobile phone used during registration
- 10. Enter Password created during registration
- 11. Click Continue



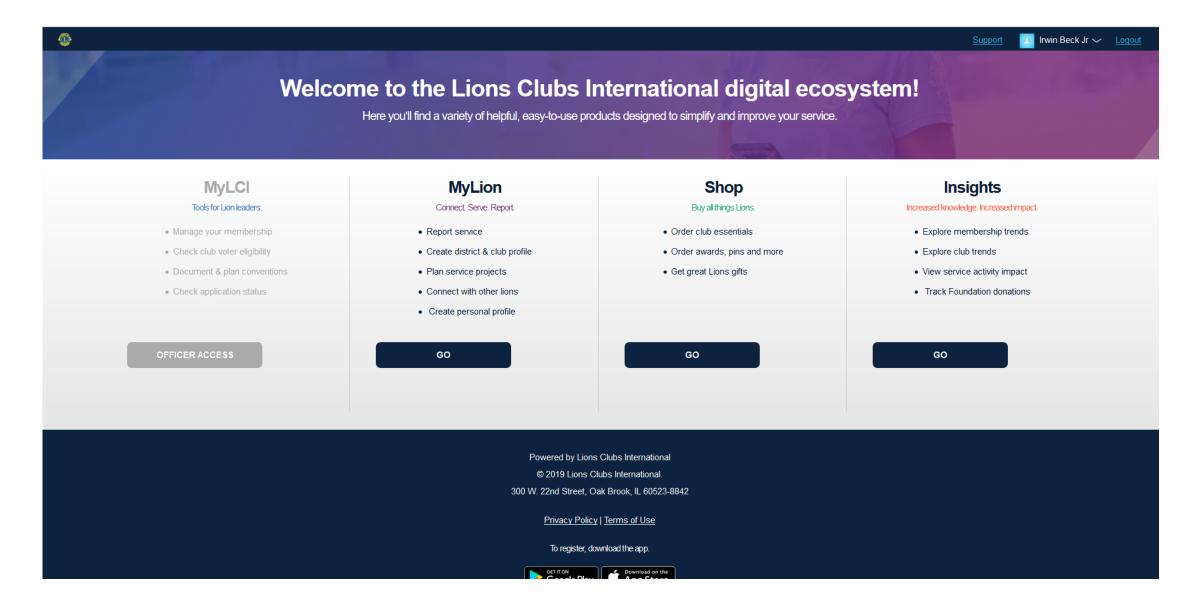
#### **Application Switcher**

12. Select the application you wish to enter



#### **Application Switcher**

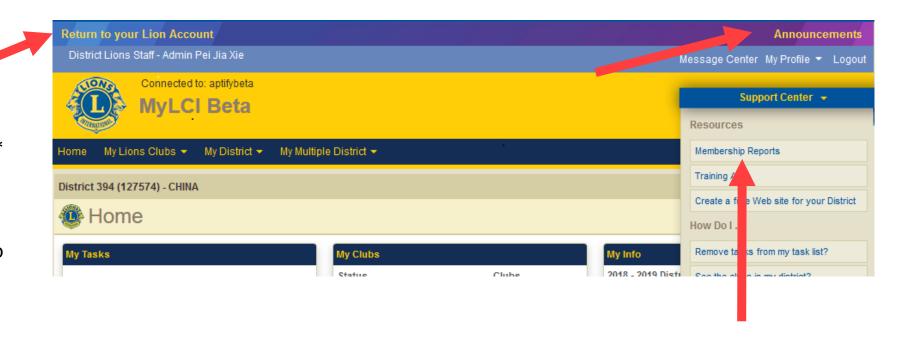
Based on your permissions, certain applications may not be accessible and will appear grayed out



#### **MyLCI**

The Home page of MyLCI will show.\*

If the user wishes to switch applications, they can select the **Go Now** link in the top left to go back to the Application Switcher page for their Lion Account.



\*The following features have been moved to the Home page of MyLCI:

- Announcements
  - Note the new Announcements link in the upper right corner
- Membership Reports
  - These will be located in the Support Center panel

#### **Shop**

The Home page of the Lions Clubs Supplies Store will show.

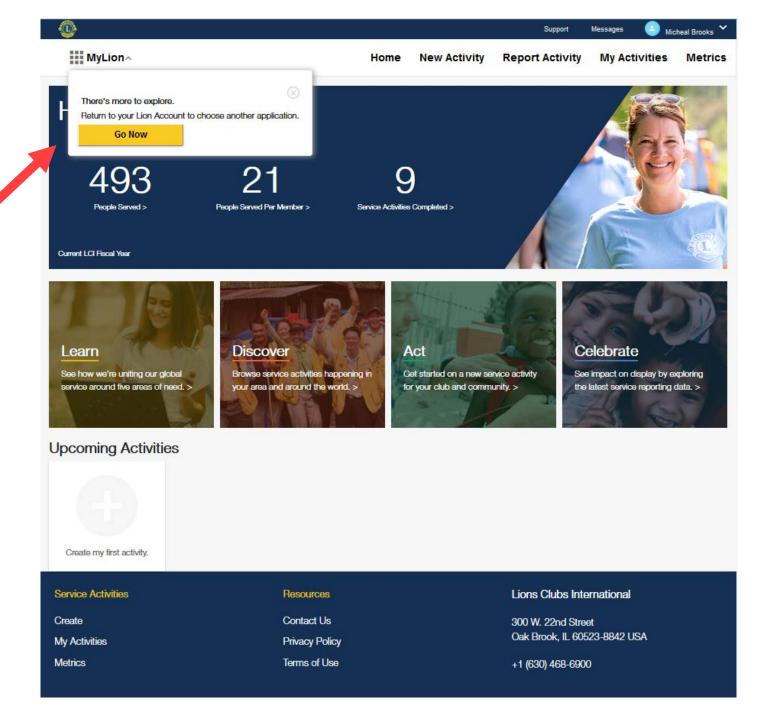
If the user wishes to switch applications, they will need to select the MyLion Suite tab to do so.



#### **MyLion**

The Home page of MyLion will show.

If the user wishes to switch applications, they can select the MyLion selector in the top left to go back to the Application Switcher page.



#### **Insights**

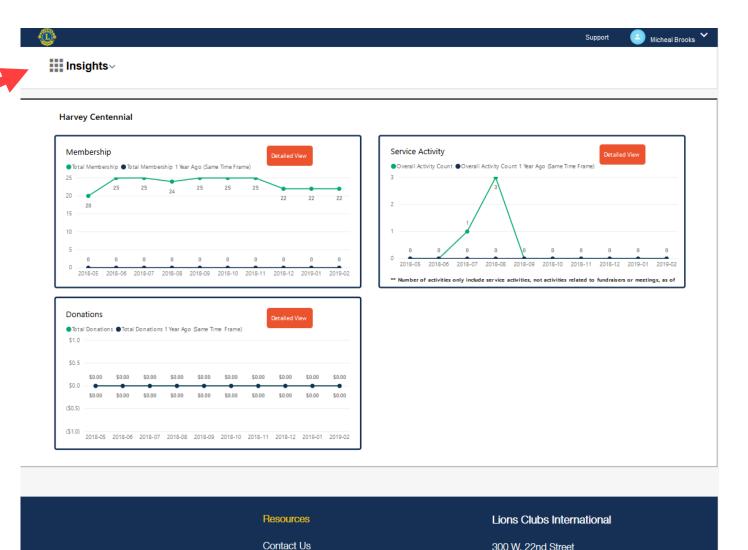
The Home page of Insights will show.

If the user wishes to switch applications, they can select the Insights selector in the top left to go back to the Application Switcher page.

Users will only see the information for their geographical area. Dashboard reports included are for:

- Membership
- Service Activity
- **Donations**
- > Clubs

The number of dashboard reports shown will depend on the user's permissions.



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