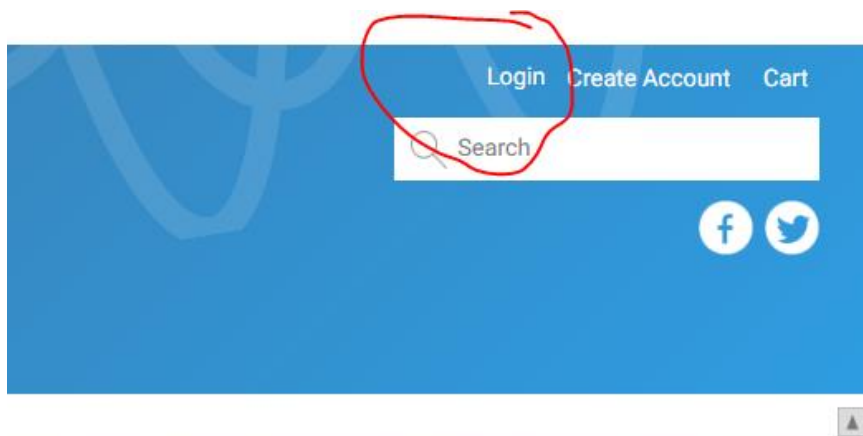
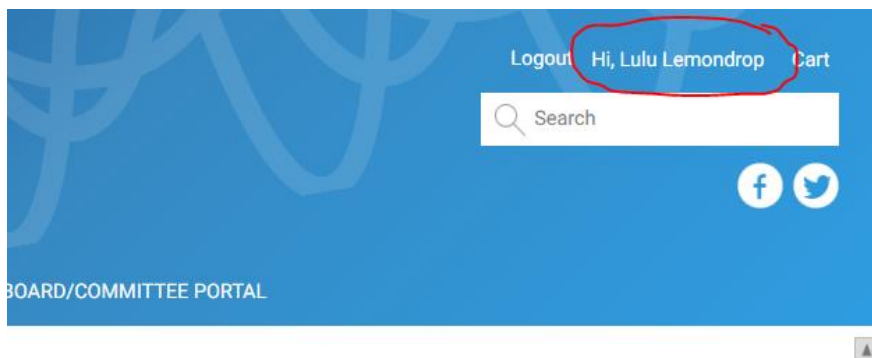


Accessing your invoices

1. On the home page click on “Login” and enter your log in details



2. Once you have logged in, your name will appear in the top right-hand corner of the home screen. Click on your name and you will be taken to your member profile page.



3. On your profile page, click on the 'My Participation' tab.

[Home](#) > My Account



The profile page for Lulu Lemondrop shows a circular profile picture of a cartoon girl with yellow hair. To the right of the picture, the name 'Lulu Lemondrop' is displayed with a pencil icon for editing, followed by the email address 'ASAMembertest2@gmail.com' and 'Member ID 01723'. Below this is a navigation bar with four tabs: 'About Me', 'My Participation', 'Volunteering', and 'Preferences'. The 'My Participation' tab is highlighted with a red circle. Underneath the navigation bar, the section 'MEMBERSHIP' is shown, listing two memberships: '> ASA Conference Committee - Member' and 'ASA Research Committee - Member', each with a small group icon.

4. Scroll down to 'Orders' and select the invoice you want to download.

ORDERS

<u>Order number</u>	<u>Date</u>	<u>Recipient</u>	<u>Total</u>
751	5/13/2020	Lulu Lemondrop	-290.00
746	5/13/2020	Lulu Lemondrop	-290.00
745	5/13/2020	Lulu Lemondrop	-290.00