

Enteryour Login Information

Member Login

If you have not read

Introduction to the GA_ARES database interface

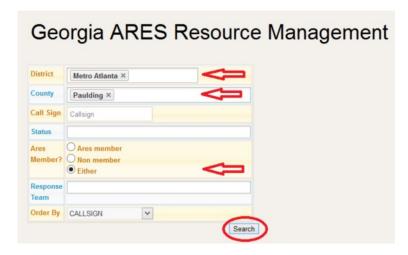
you may wish view and/or print it before logging in to this database.

If you encounter problems or have questions, please refer to that document for answers and contact information.

Note: This site requires both cookies and javascript to be enabled

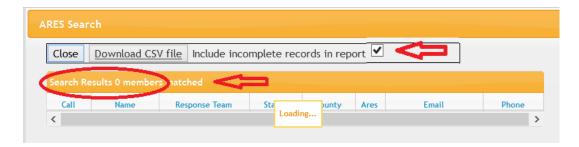


To SEARCH DATABASE for a member of a District or County OR To search for a specific call sign, also add the call sign in the Call Sign field



SEARCH RESULTS page

Put a check to select "Include incomplete records in report"



If the results shows "Search Results 0 members matched" or "Loading..." stays more than 15 seconds Click CLOSE button

The member is not in the database and you must Add The Member

You also should try to SEARCH using the Old Method Search.



You should select all STATUS options.

SEARCH



SEARCH

If you still do not see the member, you will have to create one.

How To Add A New Member Click Admin Tools Menu



Click Add New Member



Reports
Activity Report
Status Report
Cleanup Report
New Cleanup Report
Deployable Report
Participation Report
Response Team Report
Equipment Report
Resource Report
Resource Documents Report
Incomplete Members Report

Back To Search

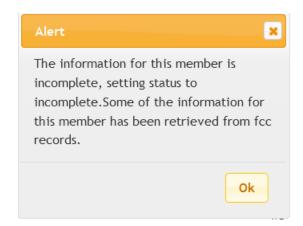
Back To New Search

Enter member information

New Member



Read Alert Message



Menu Basic View, ☐ Check for Advanced View Go to Search Back to Change





STATUS: Incomplete

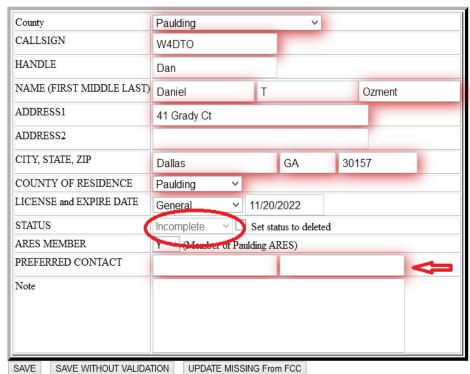
Click on: Edit Address Information

Notice "STATUS: Incomplete" is greyed out, this cannot be changed until you enter "PREFERRED CONTACT" information

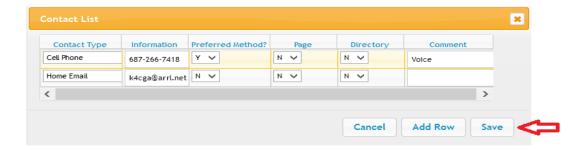
Click inside either highlighted field for the Preferred Contact

Information for W4DTO

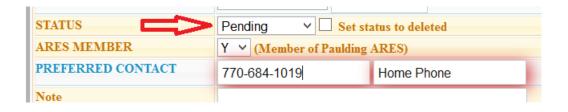
Basic View, Check for Advanced View Red fields are required fields.



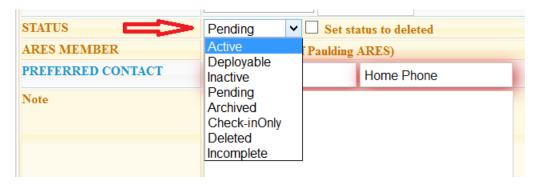
Click inside the field to make a selection or enter information



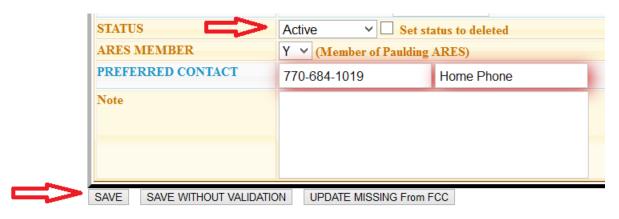
Click SAVE



Change Pending to Active by clicking on the drop down arrow and selecting "Active"



Now STATUS is Active Click SAVE



Verify STATUS

