

Using the Estes Park Newcomers Web Site

The Estes Park Newcomers Club (EPNC) has a web site called www.estesparknewcomers.org. This versatile web site can be used for many club activities. Here's a brief introduction to the commonly used features.

- Register with web site. As a new club member one of the first things you will want to do is register with the web site. On the home page of estesparknewcomers.org click on the "Sign Up" link under the "Log In" button. Fill in the required fields and click on the "Sign Up" button.
- Review and update profile. Next it's a good idea to review your member profile to make sure everything is correct. Click on "User Profile" and check the information that you entered during sign up. To make changes to your user profile hover the mouse over the word "Edit" above your user profile. Click on "Update Your Profile". Here you will see tabs with several options. The ones you want to review and update are listed below. Only Contact Info is required.
 - Contact Info – Name, address, email address, phone number
 - Mailing Lists – Check "yes" in the boxes for the types of communications you would like to receive from EPNC.
 - Portrait – Your picture. It's nice to upload your picture so others can associate a name with a face.
 - Household Information – If you have a spouse or partner who is joining EPNC at the same time, enter their name here. Note: it is a good idea for a couple to each register individually so that they can receive messages and sign up for events individually.
- Lost password. If you forget your password or user name click on "Forgot Login?" under the Login Button. The web site will give you instructions to recover this information.
- Register for events. On the home page upcoming events are listed under "Coming Events". EPNC has three types of events.
 - Wine and cheese – These parties are held in member's homes once-a-month. No registration is required (or allowed) on the web site. If you want to see the entire wine and cheese schedule for the year click on "Wine and Cheese Schedule" in the right hand column under Members Only.
 - Monthly meetings – Click on the link to the meeting and enter your registration information. If you are registering for yourself and other person(s) you can indicate it here by entering a number greater than one in the "Register Group" field.
 - Special events. This includes such things as group outings, concerts, etc. The form to fill out is much like the one for Monthly Meetings. To see a complete list of monthly meetings click "Monthly Meetings" in the right hand column under Main Menu.

Monthly meetings and special events have a firm cutoff date by which you must register. In addition, you are obligated to pay for the meal and other costs unless you cancel one week before the event. This notice along with other considerations are listed under each event.

To see more information about all coming events click on "Coming Events" in the right hand column under Main Menu.

- Interest Groups. EPNC has many interest groups that you can join, such as hiking, dining out, bowling, book club, movie nights, etc. To see a list of these groups click on “Interest Groups” in the right hand column under Main Menu. Click the blue title of any group and it will bring up a form that you can send to the organizer of the group to let them know you are interested in joining or finding out more about the group.
- Contacting members. One of the most useful features of the web site is the ability to contact other members. Click on “Member Directory” in the right hand column under Members Only. Here you will see a directory of all current members. To find a particular person, click the “Search Users” button and fill in the first name, last name, or email address. You only need one field to search. It will return a list of everyone that matches that search. Click on a member’s send email link to contact them. Many people also have their phone number listed.
- Events calendar. Click the link “Events Calendar” under Main Menu. This will bring up a calendar showing all the events in the current month. This includes monthly meeting, special events, wine & cheese events, and interest group meetings. There is also a calendar in the right hand column that shows all the scheduled events except interest group meetings. Event dates are highlighted in blue. Click on an event date to see more information.
- Other features. Feel free to browse other areas of the web site listed in the right hand column, such as Frequently Asked Questions, Community, and Newcomers Photos.