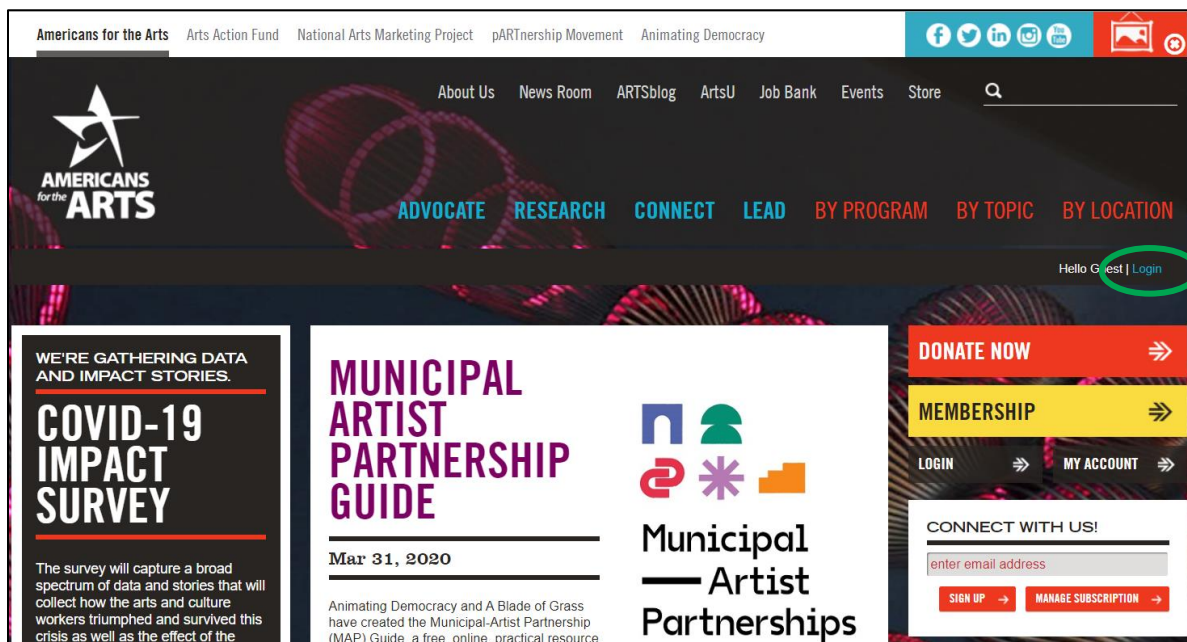


## How to Create an Account at Americans for the Arts

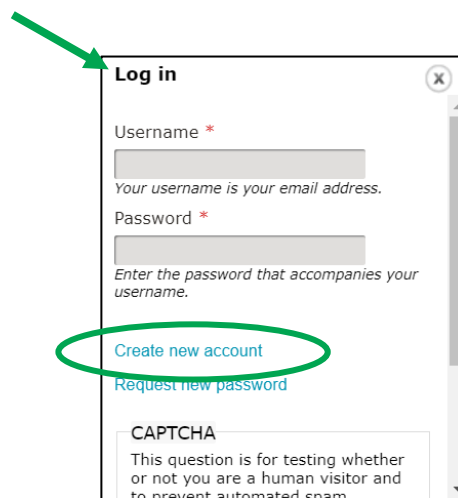
Welcome to ArtsU! ArtsU is the Americans for the Arts online education forum for arts professionals to gain new skills, knowledge, and connections to further their personal and organizational goals.

Today, we will be reviewing how to create an account with us.

To create an account, first navigate to our homepage, <https://www.americansforthearts.org/>. To begin the process, click on the [Login](#) on the far right after the text that reads “Hello Guest”. If this reads “Hello [YOUR NAME]” then congratulations! You already have an account with us and are signed in.



After clicking [Login](#), a **Log in** pop-up screen will appear. Click on the link marked [Create new account](#).



On the next page, we want to make sure there is not already an account registered under your email in our database. Simply enter the email you wish to use for your account and click **GO ->**.

Americans for the Arts Arts Action Fund National Arts Marketing Project pARTnership Movement Animating Democracy

About Us News Room ARTSblog ArtsU Job Bank Events Store

AMERICANS for the ARTS

ADVOCATE RESEARCH CONNECT LEAD BY PROGRAM BY TOPIC BY LOCATION

Shopping Cart

Welcome  
Purchase Books/Products  
Become a Member  
Pay Invoice and Renew Membership  
Register for Event  
Make a Gift  
My Account Information  
My Transactions  
Arts Services Directory  
Arts and Military Directory  
Public Art Program Directory  
Public Art Service Directory

## VERIFY YOU DO NOT HAVE AN ACCOUNT

To access select content and complete any online purchase you must be logged in to the website so we can best serve you by connecting to your account.

**Please enter your e-mail address below to see if you are already in the Americans for the Arts database.** Be sure to try any old e-mail addresses you might have used in the past. You may have a record that is just out of date with an old e-mail address.

- If you are found we will help you reset your password.
- If no match is found we will help you create an account.
- If you know your login information already please proceed to the [login page](#). If you have already logged and were not given access to content in areas as you needed please e-mail us at [webmaster@artsusa.org](mailto:webmaster@artsusa.org).

Email:

**GO ->**

If your email is in our database, the following screen will appear with a name and email address. If this matches your information and you don't remember your password, click [reset your password](#). You will receive an email from the address listed prompting you to reset. If you don't reset your password within 15 minutes of receiving the email the reset will become inactive and you'll need to reset it from the site again. Always be sure to check your junk folder.

Americans for the Arts Arts Action Fund National Arts Marketing Project pARTnership Movement Animating Democracy

About Us News Room ARTSblog ArtsU Job Bank Events Store

AMERICANS for the ARTS

ADVOCATE RESEARCH CONNECT LEAD BY PROGRAM BY TOPIC BY LOCATION

Shopping Cart

Welcome  
Purchase Books/Products  
Become a Member  
Pay Invoice and Renew Membership  
Register for Event  
Make a Gift  
My Account Information  
My Transactions  
Arts Services Directory  
Arts and Military Directory  
Public Art Program Directory  
Public Art Service Directory

### ACCOUNT SEARCH RESULT

A record was found matching the email address you entered:

**Your Name**  
**Yourname@domain.org**

please [reset your password](#) to access your account.

If this information is incorrect, please [try again](#).

If your email is not in our database, the following screen will appear. To continue creating an account, click **REGISTER NOW! ->**

Americans for the Arts Arts Action Fund National Arts Marketing Project pARTnership Movement Animating Democracy

About Us News Room ARTSblog ArtsU Job Bank Events Store

AMERICANS for the ARTS

ADVOCATE RESEARCH CONNECT LEAD BY PROGRAM BY TOPIC BY LOCATION

Shopping Cart

ACCOUNT SEARCH RESULT

We're sorry, no matching record was found. Please register to create an account.

**REGISTER NOW! ->**

If you think you entered your email address incorrectly, please [try again](#).

Welcome

Purchase Books/Products

Become a Member

Pay Invoice and Renew Membership

Register for Event

Make a Gift

My Account Information

My Transactions

Arts Services Directory

Arts and Military Directory

Public Art Program Directory

Public Art Service Directory

Fill out the following form with your primary contact information. You must fill out the sections in bold to be able to create an account. Click **CONTINUE ->** to proceed.

Shopping Cart

**Personal Information**

Prefix: Please select

**First Name:** Required

**Middle name:**

**Last Name:** Required

Organization:

Title:

**Address Information**

**Mailing Address:** Required

**City:** Required

State: Please select

Postal Code:

Country: UNITED STATES Required

Province:

**Contact Information**

Phone:

Ext.:

Fax:

Ext.:

**Email:** Required

Contact by: Please select

**CONTINUE ->**

In order to curate the kinds of email correspondence you receive and for us to know a little more about your involvement in the arts, you have the option of specifying a number of interests and disciplines related to the arts. Enter as many as you like. You will be able to view and edit them later from your profile page should you please.

The screenshot shows the 'Americans for the Arts' website header with navigation links: About Us, News Room, ARTSblog, ArtsU, Job Bank, Events, Store. A search bar is present. Below the header is a navigation bar with links: ADVOCATE, RESEARCH, CONNECT, LEAD, BY PROGRAM, BY TOPIC, BY LOCATION. The main content area features a 'Shopping Cart' sidebar on the left with links: Welcome, Logout, Purchase Books/Products, Become a Member, Pay Invoice and Renew Membership, Register for Event, Make a Gift, My Account Information, My Transactions, Resources for Members, Arts Services Directory, Arts and Military Directory, Public Art Program Directory, Public Art Service Directory, and Create New Directory Listing. The main form area has two dropdown menus: 'Please select your interests' and 'Please select your disciplines', both with 'Please select' in the dropdown arrow. Below these are three red buttons: 'SAVE & ADD ANOTHER', 'SAVE & CONTINUE', and 'BACK'. Green arrows point from the 'Shopping Cart' sidebar to the form area, and green circles highlight the 'SAVE & CONTINUE' and 'BACK' buttons.

As a final step, please create a unique password to use for sign-in. While there are no password requirements, we do recommend creating a password that contains both numbers, letters and at least 8 characters for security.

The screenshot shows the 'Americans for the Arts' website header with navigation links: About Us, News Room, ARTSblog, ArtsU, Job Bank, Events, Store. A search bar is present. Below the header is a navigation bar with links: ADVOCATE, RESEARCH, CONNECT, LEAD, BY PROGRAM, BY TOPIC, BY LOCATION. The main content area features a 'Shopping Cart' sidebar on the left with links: Welcome, Logout, Purchase Books/Products, Become a Member, Pay Invoice and Renew Membership, Register for Event, Make a Gift, My Account Information, My Transactions, Resources for Members, Arts Services Directory, Arts and Military Directory, Public Art Program Directory, Public Art Service Directory, and Create New Directory Listing. The main form area has a 'Web Login Information' section with the text: 'Enter a unique username and password in the fields below. Your email address will be your username.' Below this is a text input field for 'Email address: Yourname@domain.org'. Below that is a text input field for 'New Password:' with a 'Required' label. Below that is a text input field for 'Confirm Password:' with a 'Required' label. At the bottom right are two red buttons: 'CANCEL' and 'CONTINUE'. Green arrows point from the 'Email address' field to the 'New Password' field, and from the 'New Password' field to the 'Confirm Password' field.

Congratulations! You now have an account with us at Americans for the Arts. You're free to explore the site, register for events and webinars or even become a member.

The screenshot shows the Americans for the Arts website's registration confirmation page. The header includes the organization's name and various navigation links. A shopping cart icon is visible on the left. The main content area displays a 'Thank you for your registration!' message, explaining that the user's login is their email address and password. It also provides a link to the website and contact information for the webmaster. A red 'DONE' button with a right arrow is circled in green. Green arrows point from the 'Thank you for your registration!' text to the 'Your login is the e-mail address...' text, and from the 'Your login is the e-mail address...' text to the 'You can also login to our website...' text. Another green arrow points from the 'Thank you for your registration!' text to the 'DONE' button.

Americans for the Arts Arts Action Fund National Arts Marketing Project pARTnership Movement Animating Democracy

About Us News Room ARTSblog ArtsU Job Bank Events Store

AMERICANS for the ARTS

ADVOCATE RESEARCH CONNECT LEAD BY PROGRAM BY TOPIC BY LOCATION

Shopping Cart

Welcome

Logout

Purchase Books/Products

Become a Member

Pay Invoice and Renew Membership

Register for Event

Make a Gift

My Account Information

My Transactions

Resources for Members

Arts Services Directory

Arts and Military Directory

Public Art Program Directory

Public Art Service Directory

Create New Directory Listing

Thank you for your registration!

Your login is the e-mail address you used to create you account, along with the password you just entered. With this login you can access your account to make online purchases.

You can also login to our website at AmericansForTheArts.org. If you have any questions or problems please e-mail us at [webmaster@artsusa.org](mailto:webmaster@artsusa.org) and we will be happy to help.

DONE →