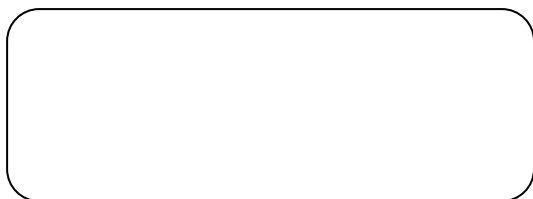


IAS Members' Website Overview

In 1875, persons interested in the organization of a scientific association for the State of Iowa met and founded the Iowa Academy of Science. Imagine what it must have been like for the scientists attending this first IAS meeting. They had no telephones, cars, fax machines, Internet, E-mail, or ICN rooms. Invitations went out by post and participants probably arrived via horse powered transportation or perhaps via rail. Yet, scientists from Iowa City, Ames, Des Moines, and Davenport attended. These scientists were committed to the formation of an organization that would bring together scientists from across the state to promote science in Iowa and about Iowa. Today, the Academy strives to promote science research, science education, public understanding of science, and recognition of excellence in science throughout the state. The Academy serves as a networking tool to bring science researchers, engineers, and educators from all areas of science together as a community. To further this cause, the IAS Board of Directors and Staff are please to bring you the Iowa Academy of Science Member's Website. The purpose of the Member's Website is to provide you with more ways to communicate with other IAS Members and to learn more about the work of IAS. Use the instructions below to log into the new website and see for yourself.

How to Log in:



1. Open a web browser.
2. Open the IAS Public Website: <http://www.iacad.org>
3. Scroll to the bottom of the main page.
4. Enter your Username and Password (see attached label).
5. Click on the **Login** button.
6. You will be transferred to the Member's Website.

What if the sticker above doesn't list a Username for me? The IAS Member Website uses your E-mail address as your Username. IAS must have a valid E-mail address on file in order to set up your member account. If you do not currently have an E-mail on file, then contact the IAS Office at 319-273-2021 or iascience@uni.edu to submit an E-mail address. IAS Staff will update your account and contact you when your new account is online and active.

I tried logging in but it didn't work, what do I do now? First, very carefully check to be sure that you are entering your username and password exactly as they are listed above. If you've tried the username and password supplied and still can't log in, then contact the IAS office for further assistance.

I'm logged in, now what? The Member website has many features just for members. The site is broken up into 5 major areas: community bulletin boards, event calendar/event list, membership directory, polls, and forms. Basic Information for each area is provided in this document.

What if I have trouble with the new website? Contact IAS staff for assistance, to report a bug or to suggest a new feature/content.

Community bulletin boards

When you log into the Members Website, the first page you see is the bulletin board. Each board is made up of forums, topics and posts. The current IAS Bulletin Boards are: Announcements, Committee Forums, Discussion and Feedback, Professional Resources, and Remember When. The Announcement boards are for just that, announcements of IAS programs, events, and issues. The bulletin board area is where members can share ideas, resources, and experiences.

Event calendar/event list

Click on the <Community> menu and then on <Event Calendar> to view the IAS Calendar. The calendar lists due dates for IAS award nominations and grant programs, state and regional science events and conferences and science observances such as Earth Science Week. Submit your event by contacting the IAS Office.

Membership directory

Viewing Other Members' Information

The Membership Directory allows you to look for IAS members in a variety of ways. You can look through an alphabetical list of members by clicking on <Directory> and then <View entire membership> or you can use the various search tools to find a subset of members.

Search for a specific IAS member by name using the *Name Search* in the upper right corner of the directory.

- You can find all of the members of one IAS section by clicking on <Directory>, <Advanced Search>. Scroll down to *Narrow Your Search* and highlight <Yes> for the section you wish to search for, then scroll down and click on the <Search> button.
- You can search for IAS section chairs and board members by highlighting all or some of the fields under *IAS Leadership* in *Narrow Your Search*, and then clicking on the <Search> button. Use the control key to highlight multiple selections.
- The Directory includes many other search options.

Once you have made a search, you can browse through the records looking at each member's "card" (each card contains basic information about the member, cards for Emeritus, Fellow, Life and other membership types differ from one another). For any member, you can click on the <View Entire Profile> button above his or her card to see all of the member's available information.

Note that you will only be able to view currently active (dues paid) members with valid E-mail addresses on file at this time. Members can also choose to hide their information, in which case you will not be able to see any hidden fields.

Viewing and Changing your own Information

Click on <Directory> and then click on <My Profile>. You can view all your information and change select items. You can also hide any of your information from other IAS members. To update your contact information, make the changes within your profile and then click the <save> button at the top or bottom of your profile. To hide items, check the box next to the items you wish to hide and then click the <save> button. Hidden information will still be viewable by the IAS staff and the Board of Directors. If you find an error in the information that you are not allowed to edit, please contact the IAS office to make the changes for you. You may also call the IAS office and ask a staff person to make changes to your data for you.

Polls

In the future, the polls section will be used to collect ballots for IAS Board and ISTS elections. Members will have the option to submit their ballots by mail or electronically and the website will stop multiple entries while maintaining a secret ballot. On occasion, the polls section will be used to solicit your opinions about IAS policies, events, and science issues. Individual polls can be opened to the public, allowing IAS to gather information from non-members.

Forms

The forms feature will allow Annual Meeting Abstracts to be submitted online and immediately ready for publication. This feature will also be used for meeting registrations and workshop evaluations.

We hope that you enjoy the features of the new website. If you have any problems or suggestions, please contact the IAS Office and we will do our best to serve you.