

Setting up your Havurah website account

If you receive our communications, you are already in the system. **DO NOT CLICK ON JOIN THE CLUB!**

- 1) Go to www.havurah.scaclub.org.
- 2) Click on **LOGIN**, then **FORGOT MY PASSWORD**. (If you share an email account with your spouse/partner, you each must set up your own login using your **SCA ID #**, not your e-mail address; your password setup links will still be sent to your email).
- 3) Go to your email inbox and find the email just sent from the Havurah Club. There will be a link for you to click on that will bring you back to the website set up a password.
- 4) Set up your password of choosing and click **SAVE**.
Don't worry if you forget your password. You can repeat this process any time you forget.

"Enrolling" for a meeting or event (This is the word for signing up)

- 1) Login to your Havurah account.
- 2) Go to **EVENTS** and then choose **CALENDAR** from the dropdown menu.
- 3) Click on the event you want to sign up for.
- 4) Click the **green ENROLL** button on the **SESSION** you want to enroll in. (If registration has not opened yet, you cannot sign up).
You will receive an email confirmation that you are enrolled, and a reminder 24 hours prior.

Need to cancel something you enrolled for? No problem. Log in, go to that event, and click on **DROP**. You will receive an email that you dropped.

If you have any trouble with the website, contact Debbie Blonder for assistance at debbieblonder@icloud.com.