

[www.myaiasec.net](http://www.myaiasec.net):

**New members  
registration &  
allocation by projects**



You have reached the Internal platform of AIESEC.

If you would like to know more about AIESEC,  
please visit our external website at  
[www.aiesec.org](http://www.aiesec.org).



**Email**

**Password**

LOGIN

[Forgot your username?](#)

[Forgot your password?](#)

Don't have an account yet? [Register here](#)

Press “register here”

Created by AIESEC NSTU,  
Russia



Welcome

Forgot Username

Forgot Password



TATA CONSULTANCY SERVICES

Sign Up!

### Step 1 - Your involvement with AIESEC

To start off your registration, please tell us how you are currently involved with AIESEC, is it as a member or an

**Member**

AIESEC provides a great opportunity for students to develop their leadership skills, go on an international a global learning environment. Join here and connect with our network of young people from over 100 cou

**Alumni**

Are you an alumnus of AIESEC? We have designed a new system to keep you in contact and engaged wi working with us has passed. Alumni registration is designed for those who have not registered as Alumn

NEXT

CANCEL

1. Select “Member”
2. Press “next”

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Russia



Welcome  
Forgot Username  
Forgot Password



## Member Sign Up

### Step 2 - Your Profile Information

Please note, the fields marked with \* are required.

#### Personal Information

Title	<input type="text" value="Please Select"/>
First Name *	<input type="text" value="Ivanov"/>
Last Name *	<input type="text" value="Ivan"/>
Date of Birth *	<input type="text" value="06.01.1996"/> (dd.mm.yyy)
Gender *	<input checked="" type="radio"/> Male <input type="radio"/> Female
Country of Birth *	<input type="text" value="RUSSIAN FEDERATION"/>
Nationality *	<input type="text" value="russian"/>
Current City *	<input type="text" value="Novosibirsk"/>
Current Country *	<input type="text" value="RUSSIAN FEDERATION"/>
Phone	<input type="text"/>
Mobile	<input type="text"/>

[AIESEC Sign Up Information](#)

1. Fill in the form
2. Press “Submit”

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Russia



Welcome  
Forgot Username  
Forgot Password



### Sign Up Complete!

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Thank you for sending us your application, and for your interest in our organisation!  
We have shared your submission with the local office of your choice, who will now take your application forward. It may take a few days for the local management to process, but in any case we will e-mail you with updates.

In the meantime feel free to explore our global website ([www.aiesec.org](http://www.aiesec.org)) as well as national and local office information accessible through this site.

This means that you`ve applied successfully!!!

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Russia

# Something that member should do by himself/herself



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**TATA** CONSULTANCY SERVICES

**Email**

lebirt@gmail.com

**Password**

\*\*\*\*\*

LOGIN

[Forgot your username?](#)

[Forgot your password?](#)

Don't have an account yet? [Register here](#)

## Log in to his/her account

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Russia

1

Feedback

My Experience

Connect

Resources

#### My Profile

- ▶ Personal Information
- ▶ Academic Information
- ▶ Professional Information
- ▶ Backgrounds
- ▶ Skills
- ▶ Languages
- ▶ Interests
- ▶ Bookmarks and Subscriptions
- ▶ Quality Survey

#### My Library

- ▶ My Files
- ▶ My Wikis

#### My AIESEC

- ▶ Roles in Teams
- ▶ Roles in Committees
- ▶ Internships

#### My Development

- ▶ Personal Goals
- ▶ Professional Goals
- ▶ My Competencies

#### Programmes and Phases

- ▶ Take Team Member Programme
- ▶ Take Team Leader Programme
- ▶ Take Global Internship Programme
- ▶ Take Global Community Development Programme

#### My Account Settings

- ▶ Edit Viewing Rights
- ▶ Change Password
- ▶ Edit Login Email Settings
- ▶ [Raise Email Request](#)

2

**Ask for normal *aiesec.net* e-mail:**

1. Go to “My Experience”
2. Click on “Raise E-mail Request”



## Raise AIESEC.net email request

1. Please use this function only if you are having problems with your email account.
2. The format of the email address which will be created using this function is firstname.lastname@aiesec.net
3. Raising a request will delete the current email address you have associated with your user account and also mails associated with this account will get deleted.
4. This process can only be done once. So please be careful in choosing an email address.

Feedback

### AIESEC.net email creation request

First Name\*

ivan

1

Last Name\*

ivanov

Please choose a different aiesec.net email address, as 'ivan.ivanov@aiesec.net' already exists in the system.

Here are some email-address suggested by us:

ivan1.ivanov@aiesec.net,

ivan2.ivanov@aiesec.net,

ivan3.ivanov@aiesec.net

2

Raise request

## My Account Settings

[Edit Viewing Rights](#)

[Change Password](#)

[Edit Login Email Settings](#)

[Raise Email Request](#)

1. Write name and surname
2. Click on “Raise Request”

My Experience

Connect

Resources

Feedback

## Raise AIESEC.net email request

- The following requested aiesec.net email account has been created successfully.  
**ivan.ivanoff@aiesec.net**

## My Account Settings

Edit Viewing Rights

Change Password

Edit Login Email Settings

Raise Email Request

This means you`ve done  
good job!!!

Created by AIESEC NSTU,  
Russia



**Now you need to change your log-in to email@aiesec.net:**

1. Go to “My Experience”
2. Click on “Edit Login Email Settings”

Feedback

My Experience Connect Resources

### Login Email Settings

Which e-mail ID do you want to use for login ?

External e-mail (lebirt@gmail.com)  AIESEC e-mail (ivan.ivanoff@aiesec.net)

**1** Edit Settings

1. Press to “Edit Settings”

2. Select email@aiesec.net

3. Press “Save”

Feedback

My Experience Connect Resources

### Login Email Settings

Which e-mail ID do you want to use for login ?

External e-mail (lebirt@gmail.com)  AIESEC e-mail (ivan.ivanoff@aiesec.net)

**3** Save Cancel

THIS IS MYAIESEC.NET

People  Search [Advanced Search](#)

**1**

Feedback

My Experience Connect Resources

**My Profile**

- ▶ Personal Information
- ▶ Academic Information
- ▶ Professional Information
- ▶ Backgrounds
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**My AIESEC**

- ▶ Roles in Teams
- ▶ Roles in Committees
- ▶ Internships

**My Development**

- ▶ Personal Goals
- ▶ Professional Goals
- ▶ My Competencies

**Programmes and Phases**

- ▶ [Take Team Member Programme](#)
- ▶ Take Team Leader Programme
- ▶ Take Global Internship Programme
- ▶ Take Global Community Development Programme

**My Library**

- ▶ My Files
- ▶ My Wikis

**My Account Settings**

- ▶ Edit Viewing Rights
- ▶ Change Password
- ▶ Edit Login Email Settings
- ▶ Raise Email Request


**Then member`s profile should be filled in properly:**

1. Go to “My Experience”
2. Select “Take Team Member Programme” in “Programmes and Phases” block

My Experience   Connect   Resources

## Take Team Member Programme

**Feedback**



Before you take the Team Member Programme we need to make sure that you have updated your profile.

Your profile is used in the application process as a way to get to know who better based on your experience.

So before you can apply for an opportunity, please make sure the following sections are up to date :

- Personal Information \*
- Professional Information \*
- Backgrounds \*
- Skills \*
- Languages \*

Apply   Cancel

1. You will see your profile with a lot of red stars next to each like.

Your aim is to fill it properly and remove all stars

2. So by clicking “Edit” you can fill info abt you

My Experience   Connect   Resources

**2** edit

### Personal Information

Tell us more about yourself! With a complete profile other users of the system are able to find you according to the many different search criteria. That way all users can build powerful networks based on their passions and interests.

First Name	Ivanov
Last Name	Ivan
Date of Birth	06.01.1996
Gender	Male
Nationality	russian

### Contact Details


You can share as much contact information you would like to enable AIESEC Member or alumni to get in touch with you

My Experience   Connect   Resources

Your Languages information is updated successfully.

## Take Team Member Programme

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- Professional Information
- Backgrounds
- Skills
- Languages

Apply   Cancel

3. After all your profile will look like this one.



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**TATA** CONSULTANCY SERVICES

**Email**

ivan.ivanoff@aiesec.net

**Password**

\*\*\*\*\*

LOGIN

[Forgot your username?](#)

[Forgot your password?](#)

Don't have an account yet? [Register here](#)

**Login to your (member`s) account**

Created by AIESEC NSTU,  
Russia

1

THIS IS MYAIESEC.NET

People  Search [Advanced Search](#) [HELP](#)

My Experience Connect Resources **2**

**My Profile**

- ▶ Personal Information
- ▶ Academic Information
- ▶ Professional Information
- ▶ Backgrounds
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**My Library**

- ▶ My Files
- ▶ My Wikis

**My AIESEC**

- ▶ **Roles in Teams**
- ▶ Roles in Committees
- ▶ Internships

**My Development**

- ▶ Personal Goals
- ▶ Professional Goals
- ▶ My Competencies

**Programmes and Phases**

- ▶ Take Team Member Programme
- ▶ Take Team Leader Programme
- ▶ Take Global Internship Programme
- ▶ Take Global Community Development Programme

**My Account Settings**

- ▶ Edit Viewing Rights
- ▶ Change Password
- ▶ Edit Login Email Settings

1. Go to “My Experience”

2. Select “Roles in Teams” in “My AIESEC” block



## Roles in Teams

### Future Roles

You can share as much information as you like to enable other AIESEC Members and alumni to get in touch with you.

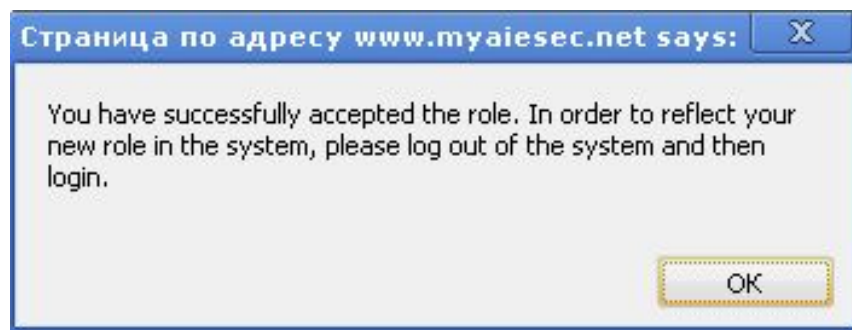
Team: **Example\_team**  
Entity: AIESEC NSTU  
Dates: 06.01.2012-06.04.2012  
Team Role: Team Member  
Title: Raiser-Matcher  
Status: Pending approval

**1** (accept | decline)

### Current Roles

In “Roles in Teams” block you`ll see role that is assigned to you.

1. You need to accept it.



If you see this that means you are successfully accepted role

# Congratulations!!!