

#### www.myaiesec.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.



Password	
LOGIN	
Forgot your usernar	ne?
Forgot your passwo Don't have an accou	rd? int vet ! Register here

#### Press "register here"



Welcome Forgot Username Forgot Password



#### 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

AlESEC 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

## Select "Member" Press "next"



#### Member Sign U

Welcome Forgot Username Forgot Password

TATA TATA CONSULTANCY SERVICES Step 2 - Your Profile Information

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

#### Personal Information

Title	Please Select 💌		
First Name *	Ivanov		
.ast Name *	Ivan		
Date of Birth *	06.01.1996 🔤 (dd.mm.yyy)		
ender*	🔍 Male 🕒 Female		
Country of Birth *	RUSSIAN FEDERATION		
Nationality *	russian		
Current City *	Novosibirsk		
Current Country*	RUSSIAN FEDERATION		
Phone			
Aobile			

## Fill in the form Press "Submit"



Welcome Forgot Username Forgot Password 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) as well as national and local office information accessible through this site.



#### This means that you`ve applied successfully!!!



## Something that member should do by himself/herself



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#### 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



## 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.

	AIESEC.net email creation request
irst Name*	IN 20
ast Name*	wanon
Please choose a different	t aiesec.net email address, as 'ivan.ivanov@aiesec.net' already exists in the syste
Here are some email-ado	dress suggested by us:
van1.ivanov@aiesec.net,	
van2.ivanov@aiesec.net,	
van3.ivanov@aiesec.net	

## Write name and surname Click on "Raise Request"

Created by AIESEC NSTU, Russia

#### My Account Settings

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



#### Raise AIESEC.net email request

Feedback

The following requested alesec.net email account has been created successfully.
 ivan.ivanoff@alesec.net

#### My Account Settings

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

## This means you`ve done good job!!!



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

1. Go to "My Experience"

2. Click on "Edit Logine Embail Settings"

#### Login Email Settings

My Experience



#### 1. Press to "Edit Settings"

#### 2. Select email@**aiesec.net**

3. Press "Save"





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 NSTU,

Russia

#### **Take Team Member Programme**



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 \* 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 ctare

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

You can share as much contact information you woude like to enable AIESEC Member or alumi

#### 2. So by clicking "Edit" you can fill info abt you

My Experience	Connect	Resources	
Your Languages inform	nation is updated s	uccessfully.	
Take Team M	lember Pro	gramme	
			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

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

ersonal Information

to get in touch with you

Ivanov Ivan 06.01.1996

Male

russian Contact Details

Date of Birth Gender

Nationality

networks based on their passions and interests

eedback



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# 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



## Go to "My Experience" Select "Roles in Teams" in "My AIESEC" block

#### **Roles in Teams**

es in Te	eams	In "Roles in
	Future Roles	
	You can share as much information as you like to enable other AIESEC Members and alumni to get in touch with you.	vou`ll see role
Team	Example_team [accept   decline]	you in see hore
Entity	AIESEC NSTU	that is assigne
Dates	06.01.2012-06.04.2012	
Team Role	Team Member	to vou
Title	Raiser-Matcher	to you.
Status	Pending approval	1. You need to
	Current Roles	•

Страница по адресу www.myaiesec.net says: You have successfully accepted the role. In order to reflect your new role in the system, please log out of the system and then login. OK

at is assigned

accept it.

#### If you see this that means you are successfully accepted role



### **Congratulations!!!**