CLAG Online Directory

On your computer, go to: www.canyonlakeartguild.ctrn.co
(CTRN = come together right now)

Enter: username (not case-sensitive)
Enter: password (case-sensitive) any word or combination of characters

Change password for greater security
1. Open "My Profile"
2. Type a new password in the designated field
3. Click **Update** to save changes

Passwords can be any word or combination of characters. The password field is **blind** to protect user privacy. Passwords are encrypted with 128-bit encryption algorithms and are never stored or viewed in plain text. The admin cannot see a member's password, but can reset it.

Four boxes at top of screen: **Directory   My Profile   Calendar   Help**
Three additional boxes below: **Members   Groups   Staff**

To search:
    Type first or last name in box on left side -or-
    Choose first letter of last name from boxes on right
To print:
    Select Options to include (name, phone, email, address, etc.)
    Select Layout to see orientation, columns, font, page #, date
    Preview, create a pdf and download to your hard drive. Print!

Download the mobile app by searching "Online Member Directory" in your app store. (**Apple** App Store, **Android** Play Store) Install the app.

On "Welcome" screen, enter our mobile code:
    CANYONLAKEARTGUILD

Login with your user name and password.
At top of screen: **Members   Groups   Staff**
At bottom: **Profile   Directory   Notifications   Menu**