

Member Tutorial

CarolinaFoothillsChamber.com



CAROLINA FOOTHILLS
CHAMBER OF COMMERCE

Tryon · Landrum · Columbus · Saluda

1st Time Login



NEWS & EVENTS

FIND A BUSINESS

JOIN US

LOGIN



Home

Home

HOME

THE CHAMBER

LIVE/RELOCATE

WME

CONTACT US

ttd9z

1st Time Login

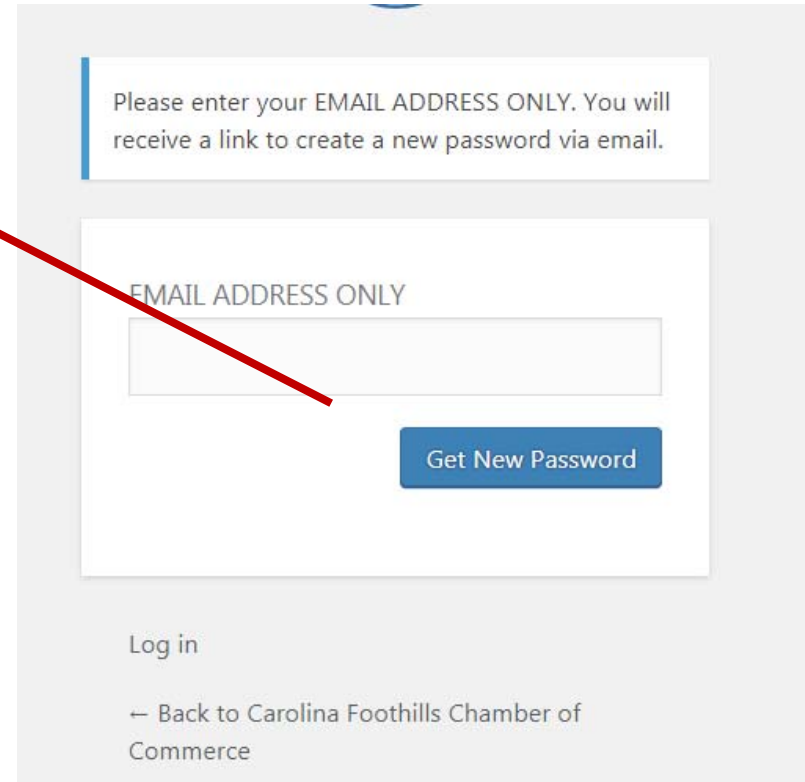
Mouseover the **Login** menu item at
<http://carolinafoothillschamber.com/>

1) Enter the email address used in your directory listing and 2) click the “Get New Password” button.

The system will send you an email with a link to reset your password. If you don't receive this within about 10 minutes, please look for it in your junk email folder.

The link in the email will go to a page with an autogenerated password. You may change the password by typing over the autogenerated one.

Passwords must contain at least 1 uppercase letter, 3 lower case letters, 3 numbers and 1 symbol (\$#%&) in no particular order.



Please enter your EMAIL ADDRESS ONLY. You will receive a link to create a new password via email.

EMAIL ADDRESS ONLY

Get New Password

Log in

← Back to Carolina Foothills Chamber of Commerce

A red arrow points from the text in the first block to the email address input field in the form.



Your password has been reset. [Log in](#)

← Back to Carolina Foothills Chamber of
Commerce

Once you click the link in the email, you will be taken to a screen that looks like this.

Enter your email address and password to login.

Member Home

Welcome Carolina Foothills
Chamber of Commerce Members

Pay Dues Now

Member Home

Edit My Directory Listing

We Want Your Feedback!

Pay Member Dues

Chamber Newsletter

Chamber Insider News

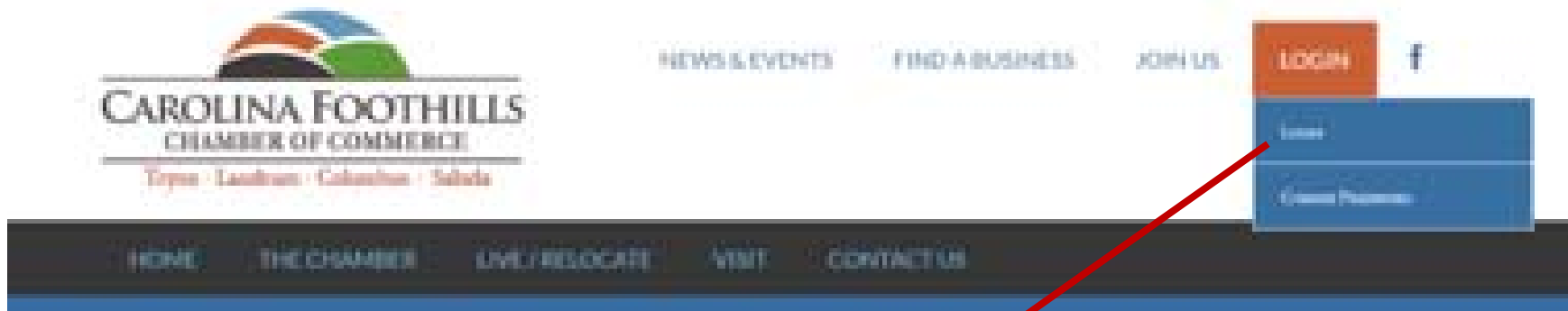
Add / Edit News Post

Logging in takes you to the Member Home page

Login After Password Change

After you reset your password, there are two ways to login the Members Only Section of the Website

- 1) Login link in the header menu
- 2) Member Home link in the footer menu



1) Click LOGIN link in header menu

<https://carolinafoothillschamber.com>

Or

Look for the Member Home link in the Footer Menu (4th Column)

2) Click the Member Home link
in the Footer Menu (4th Column

<https://carolinafoothillschamber.com>

Connect with Us!

Join Our Email List

6.5K

✓ Like

Share

Our Annual Sponsors



Stand Out, Become an Annual
Sponsor
[Sponsor Agreement](#)

Our Communities

[Polk County NC](#)

[Columbus NC](#)

[Landrum SC](#)

[Saluda NC](#)

[Tryon NC](#)

[Chamber News](#)

[Chamber of Commerce Events](#)

[About The Chamber](#)

[Chamber Directory](#)

[Living in the Carolina Foothills](#)

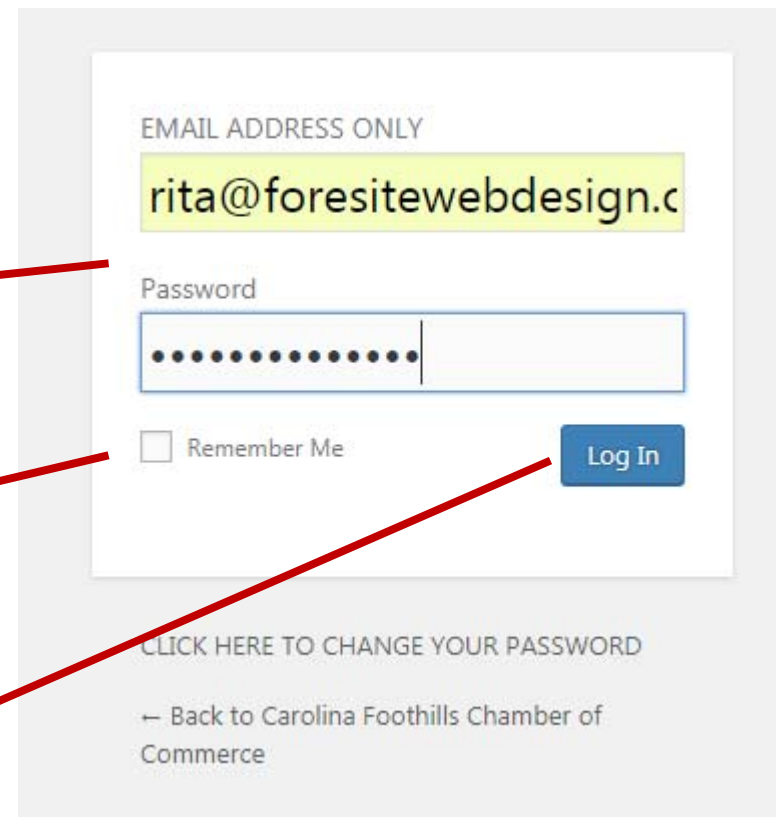
[Visit the Carolina Foothills](#)

[Member Home](#)

After Clicking the LOGIN link or Member Home link, Enter your email address (address used in your directory listing) and your password.

Click the “Remember Me” box.

Click the “Log In” button.



EMAIL ADDRESS ONLY

rita@foresitewebdesign.c

Password

Remember Me

Log In

[CLICK HERE TO CHANGE YOUR PASSWORD](#)

[← Back to Carolina Foothills Chamber of Commerce](#)

Member Home

Welcome Carolina Foothills
Chamber of Commerce Members

Pay Dues Now

Member Home

Edit My Directory Listing

We Want Your Feedback!

Pay Member Dues

Chamber Newsletter

Chamber Insider News

Add / Edit News Post

Logging in takes you to the Member Home page

Member Home Page

Member Home

Welcome Carolina Foothills Chamber of Commerce Members

2018 Chamber Dues Now Due

Add an Insider News Post

Edit or Remove My News Posts:

Click on any post title to edit or delete it.

- 72nd Annual Tryon Block House Races - April 14th

Add a Community Event

Edit or Remove My Community Events:

Click on any event listed below to edit or delete it.

- Tryon Fools Day Parade
- 72nd Annual Tryon Block House Races

Add a Short-Term Rental

Edit or Remove a Rental Listing:

Click on any event to edit or delete it.

- TEST End of the Road Cabin Rentals

[Member Home](#)

[Edit My Directory Listing](#)

[We Want Your Feedback!](#)

[Pay Member Dues](#)

[Chamber Newsletter](#)

[Chamber Insider News](#)

[Add / Edit News Post](#)

[Community Calendar](#)

[Add/Edit a Community Event](#)

[Rental Listings](#)

[Add/Edit Rental Listing](#)

[Logout](#)

Member Home

Welcome Carolina Foothills
Chamber of Commerce Members

2018 Chamber Dues Now Due



Chamber Member Alerts

Check at the top of the Member Home page
For Chamber Member Alerts

Posts, Events or Rentals that you have added will be listed on the Member Home page.

Click any title to Edit or Delete/Remove posts, events, and rental listings generated by you.

Add an Insider News Post

Edit or Remove My News Posts:

Click on any post title to edit or delete it.

- 72nd Annual Tryon Block House Races - April 14th

Add a Community Event

Edit or Remove My Community Events:

Click on any event listed below to edit or delete it.

- Tryon Fools Day Parade
- 72nd Annual Tryon Block House Races

Add a Short-Term Rental

Edit or Remove a Rental Listing:

Click on any event to edit or delete it.

- TEST End of the Road Cabin Rentals

Members Only Submenu

Use the **Members Only** submenu to:

- Edit Your Directory Listing
- Pay Member Dues
- View the Chamber Newsletter
- View the Chamber Insider
- Add Posts to the Chamber Insider
- Add Events to the Community Calendar
- Add Rental Listings

Member Home

Edit My Directory Listing

We Want Your Feedback!

Pay Member Dues

Chamber Newsletter

Chamber Insider News

Add / Edit News Post

Community Calendar

Add/Edit a Community Event

Rental Listings

Add/Edit Rental Listing

Logout

Edit Directory Listing

Add/Edit Member Profile

Primary Contact

This section is for the individual member's contact information. There is also a section for the company's general contact information.

First Name *

Rita

Last Name *

Robinette

Title

Owner

Email Address *

rita@foresitewebdesign.com

Put your contact email address here, NOT the organization's email address.



Update

Edit My Directory Listing

Click the “Edit My Directory Listing” submenu item to change details in your member profile.

The form should be populated with your name and company info.

If the form is not populated with your information, please advise Christina @ the Chamber.

Correct the existing information in the form as required.

Please Note:

Changing the Email in the Email Address Field will change your login email address. The password field is only used for new member registrations only. Use the “CLICK HERE TO CHANGE YOUR PASSWORD” link function at login to change your password in the future.

*****ADDING A NEW OR CHANGING THE EXISTING EMAIL ADDRESS IN THE FIELD BELOW WILL CHANGE YOUR LOGIN EMAIL ADDRESS.*****

Email Address *

Put your contact email address here, NOT the organization's email address.

**~~The password field below is for new members registering online for the first time.~~
To change login password, please use the Lost your password function at login. The system will email you a password reset.**

Password

(This password field is for new members registering online for the first time. If you are already a member of the website, please use the "Lost Password?" link on the login page to change your password.)

Add/Edit Member Profile

Primary Contact

This section is for the individual member's contact information. There is a section below for the company's general contact information.

First Name *

Rita

Last Name *

Robinette


Title

Owner

Email Address *

rita@foresitewebdesign.com

Put your contact email address here, NOT the organization's email address.

I'm not a robot  [Privacy - Terms](#)

To Update/Save your profile: Go to the bottom of the form and click the box in the “I’m not a robot” Recaptcha section and then click the “Update” button.

Add/Edit Member Profile

Your submission was successfully saved.

After clicking the “Update” button, look for “Your submission was successfully saved” at the top of the page.

We Want Your Feedback!

We Want Your Feedback!

Let us know how we are doing

Thank you in advance for your Chamber member comment
Please indicate if your comment is a testimonial.

Date

03/07/2018

[Back to Member Home](#)

MyCategory

- Chamber Member **Comment**
- Chamber Member Testimonial

-- --

The **We Want Your Feedback!** form will be auto populated with your first name, last name, email and company name.

To submit a comment, click the Chamber Member Comment click box.

We Want Your Feedback!

Let us know how we are doing

Thank you in advance for your Chamber member comment
Please indicate if your comment is a testimonial.

Date

03/07/2018

[Back to Member Home](#)

MyCategory

- Chamber Member Comment
- Chamber Member Testimonial

-- --

The **We Want Your Feedback!** form will be auto populated with your first name, last name, email and company name.

To submit a Testimonial or Review, click the Chamber Member Testimonial click box.

By clicking the "YES" click box below,, you give the Carolina Foothills Chamber of Commerce permission to use your testimonial and company logo (if uploaded) on this website or on any Chamber print materials.

I agree to give the Chamber permission to use this comment and my company logo on their website and printed materials.

Yes

Submit

At the bottom of the form, indicate your agreement to allow the Chamber to use your comment and company logo (if uploaded) by clicking the "Yes" click box.

Pay Member Dues

The **Pay Member Dues** form will be auto populated with your first name, last name, email and company name.

Member Dues Payments

First Name

Rita

Last Name

Robinette

Email

rita@foresitewebdesign.com

Company / Organization Name

Foresite Consulting, LLC

Member Dues Payment Year *



Payment Year Membership Level



Total Dues

\$ 0



After submitting this form, you can:

1) Login to Paypal and pay using your Paypal account

OR

2) Click the "Pay with Debit or Credit Card" button and pay with any major credit card.

Submit

1) Select the Payment Year You wish to Pay Dues for.

2) Select Your Membership Level

Payable dues will display in the Total Dues Field

3) Click the Submit Button

Member Dues Payments

First Name

Rita

Last Name

Robinette

Email

rita@foresitewebdesign.com

Company / Organization Name

Foresite Consulting, LLC

Member Dues Payment Year *

2017-2018 ▼

Payment Year Membership Level

1-10 Employees \$199 ▼

Total Dues

\$ 199



After submitting this form, you can:

1) Login to Paypal and pay using your Paypal account

OR

2) Click the "Pay with Debit or Credit Card" button and pay with any major credit card.

Submit

Carolina Foothills Chamber.of Commerce

PayPal \$95.00 USD

Pay with PayPal English

Email

Password

Log In

[Having trouble logging in?](#)

or

Pay with Debit or Credit Card

YOU HAVE 2 PAYMENT CHOICES:

- 1) Use PayPal
- OR
- 2) Use any Major Credit Card

- 1) Fill in your PAYPAL email address and password and click the Log In button

N

Welcome to the new PayPal checkout!
The security you rely on – now even faster.
It's everything checkout should be.

- OR
- 2) Click this button to use any major credit card.

Chamber Newsletters

Chamber Newsletter

Join Email List

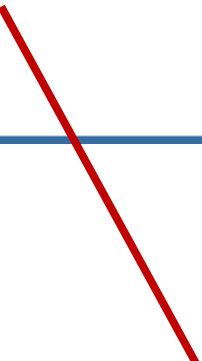
December 2017 Newsletter

This page has links to
the Chamber
newsletters at Constant
Contact

Chamber Insider News

Foothills Chamber of Commerce Insider

Sorry, no content matched your criteria.



This page is to share information (e.g. business news, special offers/deals, etc.) with other Chamber Members.

This page will display **approved** posts.

Add / Edit Insider News Post

[Back to Member Home](#)

If you want your post to display on the Chamber Insider News section of the website (available to [Members Only](#)), click the "**Chamber Insider News**" category.

If you want your post to display on the News page of the website (available to the [public](#)), click the "**Chamber Blog**" category.

Category

- Chamber Insider News
- Chamber News

Post Title

Posts submitted using this form will receive a "Pending" status and an email will automatically be sent to the Chamber administrator advising that a post is ready for publishing. Once your post has been reviewed and approved, it will be published and display on the Chamber Insider page.

Add / Edit Insider News Post

Category

Chamber Insider

Post Title

72nd Annual Tryon Block House Races - April 14th

Post Content

Horses and races, tailgate picnic and crazy hat contests, friendly people and a whole lot of fun! Run by the Tryon Riding & Hunt Club

Upload Featured Image for this post.

Remove/Delete

Update

Click Remove/Delete link to Delete

Click Update after Editing

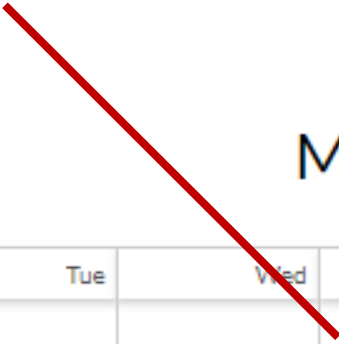
Community Calendar

Community Calendar

Below is the calendar of events that displays in the Visit the Carolina Foothills section of the website. [Click here to Add an Event to the Community Calendar](#)

← February March 2018 April →

Mon	Tue	Wed	Thu 1	Fri 2	Sat 3	Sun 4



This page is a replica of the Community Calendar available to the public in the Visit section of the website.

Use the “Add/Edit Community Event” link to add community events to the calendar. Please note that the Chamber of Commerce has a separate calendar for Chamber of Commerce events that is managed by the Chamber administrator.

Add/Edit a Community Event

[Back to Member Home](#)

Category

- Chamber News
- Community Events


Event Title *

Begin Date *

End Date *

Begin Time

End Time



The events added using this form will auto publish to the Community Calendar which is available to the public in the Visit section of the website.

Rental Listings

View Rental Listings

Melrose Cottage Downtown Tryon

This page is a replica of the Rental Properties page available to the public in the LIVE/RELOCATE and VISIT sections of the website.

Use the “Add/Edit Rental Listing” link to add, edit or delete rental listings.

Member Home

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[Add / Edit News Post](#)

Community Calendar

[Add/Edit an Event](#)

Rental Properties

[Add /Edit Rental Listing](#)

Logout

Add Rental Listing

[Back to Member Home](#)

Chamber Member First Name

Rita

Chamber Member Last Name

RobinetteCh

Chamber Member Email

rita@foresitewebdesign.com

Category

- Chamber News
- Rental Property

Contact Name

Contact Phone

The listings submitted using this form will auto publish to the public in the LIVE/RELOCATE and VISIT sections of the website.

Log Out

Click the “Log Out”
menu item at the
bottom of the
Members Only
submenu (in the
sidebar)

