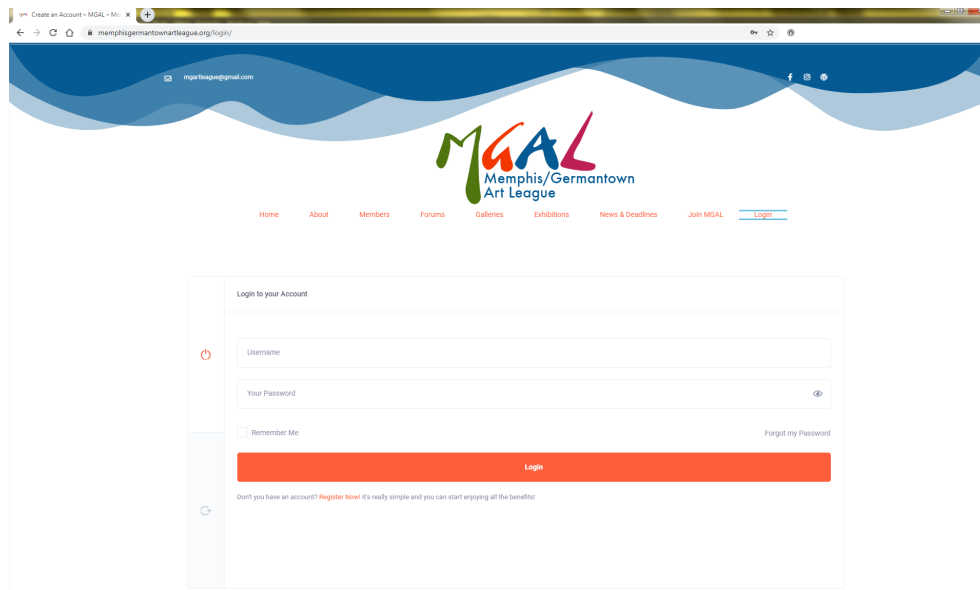


I am Chelle Ellis, a new MGAL member and owner of Jaded Artist Internet & Print Media (jadedartist.com), and I have developed the new MGAL website at mgal.org.

The new website has a members directory linking to individual member profiles and forums. I have already made profiles for you, with your name, email addresses, and representative works image that was in the members page of the old website.

You can **login to your profile** with your first name, a space, and last name (*Example: Chelle Ellis*), with the first letter being capitalized in your first and last name. If you are unsure how I have you listed, you can find yourself using the "Search Members" feature in the [members directory](#) of the website.



Login Page: <https://mgal.org/login/>

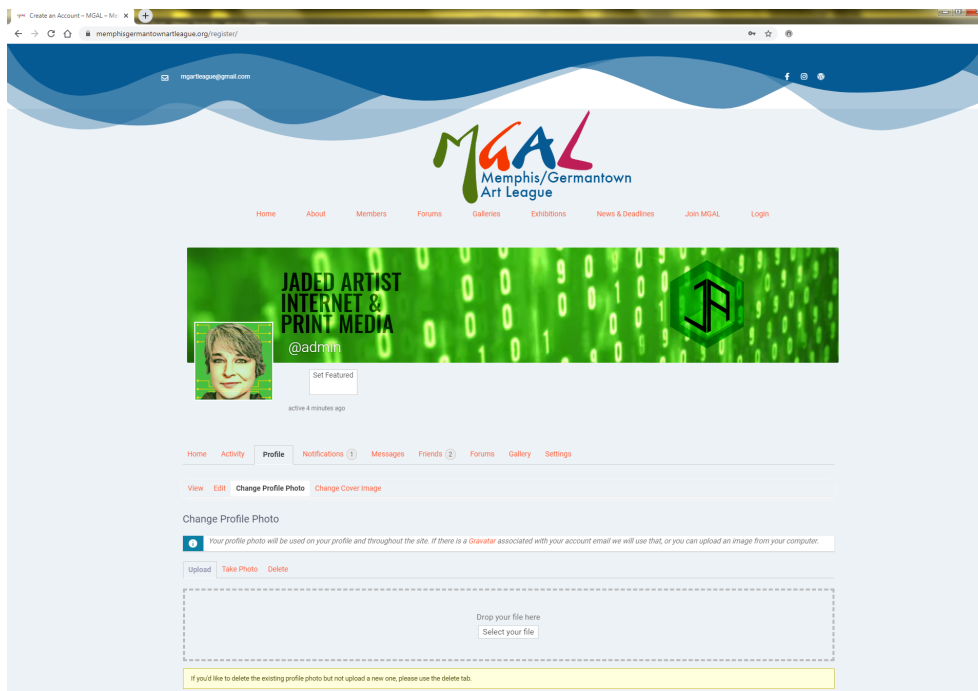
User Name: Your name as described above

Password: Previously sent to you in email

After you have logged in, click the button "Go to you Profile Page", which will take you to the "Activity" page, showing any activity you might be engaged in, along with all the sub navigation links for your member account.

The first two things you will want to do is change your password (found within the "Settings" tab of your sub navigation), complete your profile and if you like, upload a new profile image (found within the "Profile" tab of your sub navigation).

I have already provided you with a "Cover Image", so you don't have to change that.



Changing Your Password:

From your profile page, you can click on the “Settings” tab to the far left where you can change your password, by clicking “Generate Password”, then either accept the generated password and save it somewhere so you will have it later, or type in one that you prefer to use, then click the “Save Changes” button.

Changing Your Profile:

From your profile page, you can click on the "Profile" tab and follow the links beneath to:

- View: View your profile information
- Edit: Edit your profile information
- Add/Change Profile Photo: Add or change a profile photo

Creating Your Gallery:

You can upload image files of your works to an online searchable gallery. From your profile page, click on the "Gallery" tab and follow links beneath to:

- My Gallery: View your gallery, previously made
- Create a Gallery: Create a gallery to assign the type of work, then upload photos of that work to your profile and into the searchable galleries of the website.
- Photo: Add photos of your work into your gallery and main galleries in image formats: .jpeg, .jpg, .gif, .png, .tif, .tiff

Check Notifications, Messages, Friend Requests, Forums, & Settings:

From your profile page, you can also see social activity or responses to your social activity, including:

- Notifications: Notifications when someone has sent a friend request, message or responded to a Forum topic you are engaged in.
- Messages: Your inbox for Private Messages (private, like email) or Public Messages (public, like Twitter), that you have received or sent.
- Friends: Members you have friend request activity with: sent or received, and need approval.
- Forums: Art Discussions in different topics that you can create or respond to, and all the activity relating to those forum posts.
- Settings: Where you can change your settings for email and password information, and section visibility of your profile.

How To Use Forums:

From the top portion of any page on the website, you will see the link "Forums", click it or go directly to: <https://www.mgal.org/forums/>

Forums are an area where users can post questions and answers to each other or simply engage in fun, online social activity. Remember to always be polite in your social activity in the forums, and avoid divisive subject matter so everyone will be sure to have a great experience on mgal.org and be engaged in art education. Don't be shy, please have fun, and don't worry: you can't break anything.

See the image at the end of this tutorial, outlining more on "Forums" usage.

If you have any problems, suggestions, opinions, or questions in general, send me a message. You can do this from the "Messages > Compose" tabs in your profile page, from the website questions section of the forums, by email at jadedartistinternet@comcast.net or text at (901) 270-8409.

Chelle Ellis
Jaded Artist Internet & Print Media

Website: jadedartist.com
Email: jadedartistinternet@comcast.net
Text: (901) 270-8409




FORUMS TIPS:
The headings in bold are the different forum categories. To create a topic or engage in a topic already created, click on the bolded heading which will take you to the list of topics. (see red arrow).

While there, you can create new topics or respond to existing topics.

Home » Forums

Search

Forum	Topics	Posts	Last Post
Website Questions Questions and answers about the new website.	1	1	2 minutes ago  Chelle Ellis (Website Administrator)
General Discussion Questions, discussion & tutorials on general topics.	0	0	No Topics
Painting Questions, discussion & tutorials in all types of painting: acrylic, oil, watercolor, etc.	0	0	No Topics
Artisan / Craftsman / Design Questions, discussion & tutorials in all types of artisan crafts made by hand: pottery, metal smithing, wood working, decorative art, etc.	0	0	No Topics
Computer Questions, discussion & tutorials in all types of computer art: graphic design, website, animation, 3D printing, video, sound, performance, installation, etc.	0	0	No Topics
Drawing Questions, discussion & tutorials in all types of drawing: charcoal sketching, colored pencil, graphite, ink, pastel, etc.	0	0	No Topics
Mixed Media Questions, discussion & tutorials in all types of mixed media.	0	0	No Topics
Photography Questions, discussion & tutorials in all types of photography: digital, film, black & white, color, film-making and video.	0	0	No Topics
Printmaking Questions, discussion & tutorials in all types of printmaking: intaglio, lithography, relief, screenprinting, etc.	0	0	No Topics
Sculpture Questions, discussion & tutorials in all types of sculpture: clay, marble, metal, wood, etc.	0	0	No Topics