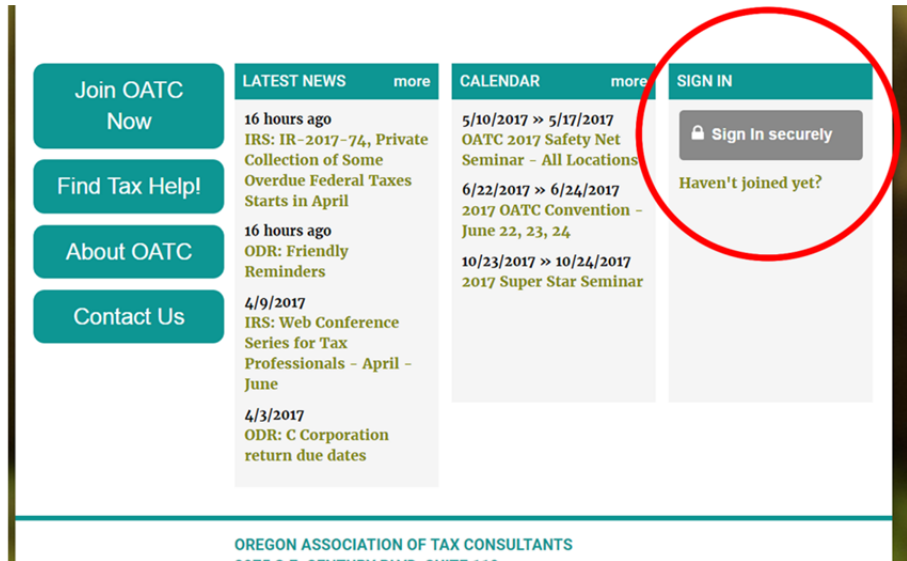


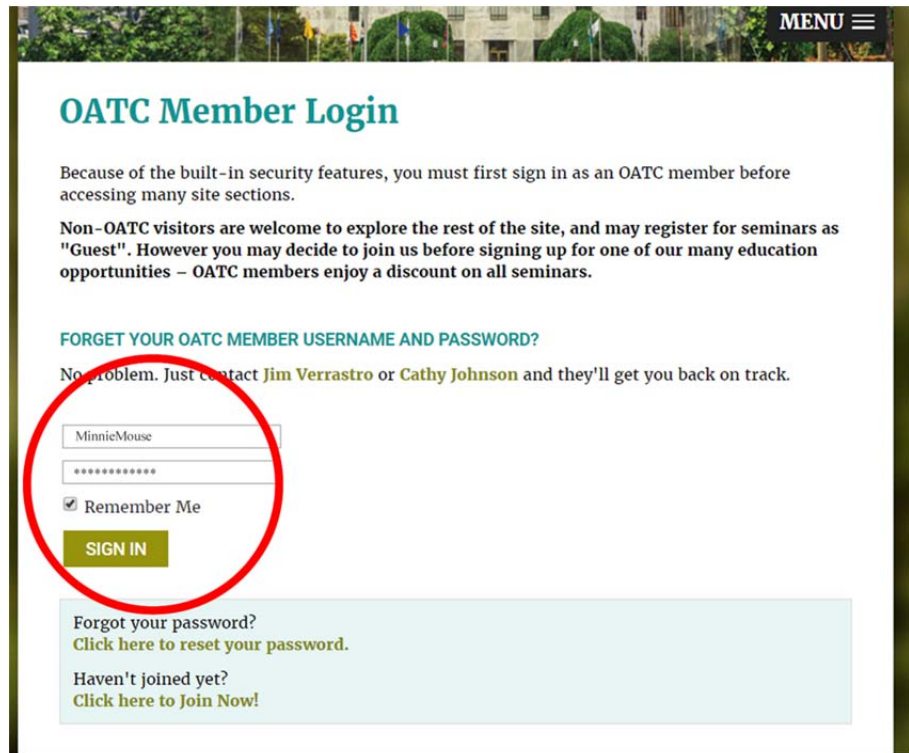
## HOW DO I PAY MY OATC DUES ONLINE?

1. Log in on the home page



The screenshot shows the top navigation area of the OATC website. On the left, there are four teal buttons: 'Join OATC Now', 'Find Tax Help!', 'About OATC', and 'Contact Us'. In the center, there are two columns of news items under the headings 'LATEST NEWS' and 'CALENDAR'. On the right, there is a 'SIGN IN' button with a lock icon and the text 'Sign In securely'. Below this button is the text 'Haven't joined yet?'. The 'SIGN IN' button and its associated text are circled in red.

2. Fill in your username and password.



The screenshot shows the 'OATC Member Login' page. At the top right, there is a 'MENU' icon. The main heading is 'OATC Member Login'. Below the heading, there is a paragraph explaining that users must sign in as an OATC member before accessing many site sections. It also mentions that non-OATC visitors are welcome to explore the site and register for seminars as 'Guests'. Below this, there is a link for 'FORGET YOUR OATC MEMBER USERNAME AND PASSWORD?' and a note that users should contact Jim Verrastro or Cathy Johnson if they have trouble. The login form consists of two input fields: one for the username (containing 'MinnieMouse') and one for the password (containing '\*\*\*\*\*'). There is a checked checkbox for 'Remember Me' and a green 'SIGN IN' button. The entire login form area is circled in red. At the bottom, there are two links: 'Forgot your password? Click here to reset your password.' and 'Haven't joined yet? Click here to Join Now!'.

- Back on the home page MY PROFILE block you will now see useful links – click on the red **(Renew!)** link next to the **Membership Info** link.

The screenshot shows a navigation menu with four main sections: 'Join OATC Now', 'Find Tax Help!', 'About OATC', and 'Contact Us'. To the right are three columns: 'LATEST NEWS' with recent articles, 'CALENDAR' with upcoming events, and 'MY PROFILE' with user options. The 'MY PROFILE' section includes links like 'Profile Home', 'Public Profile', 'Manage Profile', 'Create Resumé/CV', 'Groups', 'Networks', 'Files & Links', 'Favorites', 'Messages', 'Connections', 'Membership Info (Renew!)', and 'Refer a Friend'. The 'Membership Info (Renew!)' link is circled in red.

- This page (just the top portion shown here) contains everything you need to quickly and securely pay your dues online.

The screenshot shows the 'Membership Dues' page. It includes a header, a brief introduction, and a form. The form has several sections: 'MEMBERSHIP INFORMATION' (with a dropdown for 'Regular Membership -- \$90.00'), 'GROUP MEMBERSHIP' (a table with columns for Group Type / Name, Annual Dues, Join / Renew, and \*Amount Due), '\*Amount Due is based on the duration of your membership', 'MEMBER INFORMATION' (fields for First Name, Middle Name, Last Name, Email Address, Organization, Address, City/Town, Country, State, Postal Code, and Phone), and 'BILLING INFORMATION' (with an 'Organization' field).

Group Type / Name	Annual Dues	Join / Renew	*Amount Due
Chapters			
Westside Chapter		Already a Member	