

Dear Whitin Community Members and Guests:

All existing Whitin Community Members and Guests will need to complete the online account set-up process before you can sign up for Cyber Monday or any online membership promotion. Also, you will need to complete this set up before you will be able to register online for the first time and/or manage your account. We also recommend you update your membership information online in preparation for Black Friday to streamline the process that morning.

STEP 1:

Ensure you have a valid email connected to your Whitin Community Center membership account. If you don't or are unsure, please contact member services at 508.234.8184 and we will assist you.

STEP 2:

Log on to https://operations.daxko.com/Online/5309/MembershipV2/MyAccount.mvc

STEP 3:

Enter your email associated with your membership.

STEP 4:

If you do not have an existing account (i.e., you are not currently a member), you will be prompted with the question 'Would you like to sign up for an account?" after you enter your email address. **Select SIGN UP**, select a membership and complete the information required. You will receive a confirmation email once you have successfully joined.

STEP 5:

If you do have an existing account (i.e., you are currently a member or guest) and this is your first time getting into our new system Daxko, enter in your email address associated with your account and click the "Forgot your Password" link. On the next screen, you will have the option to have a secure link be sent to your email. Click "Email me a reset password link" at the top.

Check your email. Click the link provided and create your password. Your password must be at least 7 characters and contain at least one capital letter and one number.

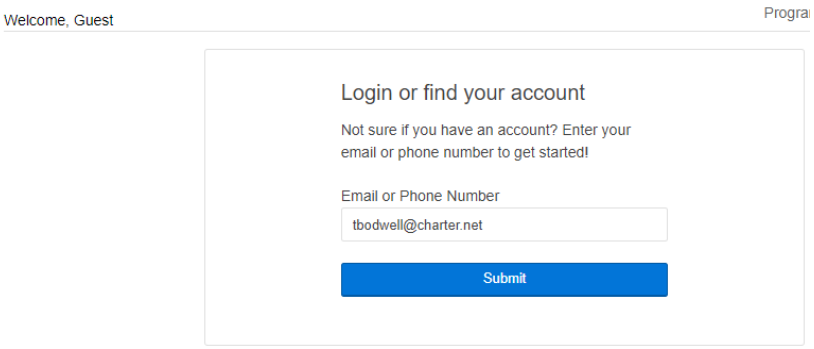
STEP 6:

GO BACK TO https://operations.daxko.com/Online/5309/MembershipV2/MyAccount.mvc**.** Enter your email address and password. You are ready to search and register online for programs and membership!

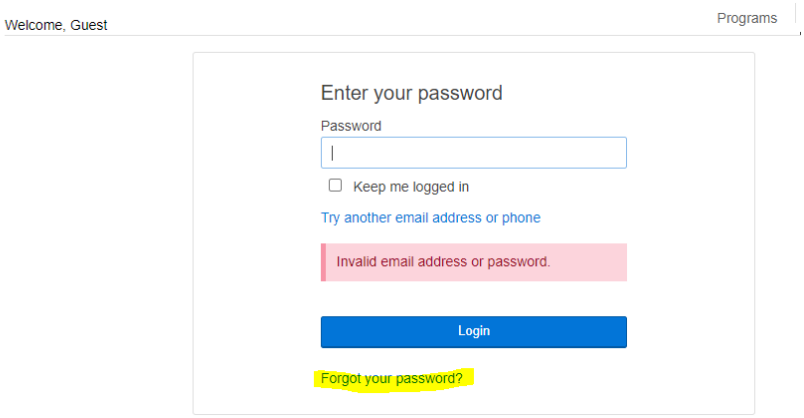
Additional Instructions with Pictures for Current Members

Log on to "https://operations.daxko.com/Online/5309/MembershipV2/MyAccount.mvc" using your web browser (e.g., Google Chrome, Microsoft Edge, Firefox, Safari, etc)

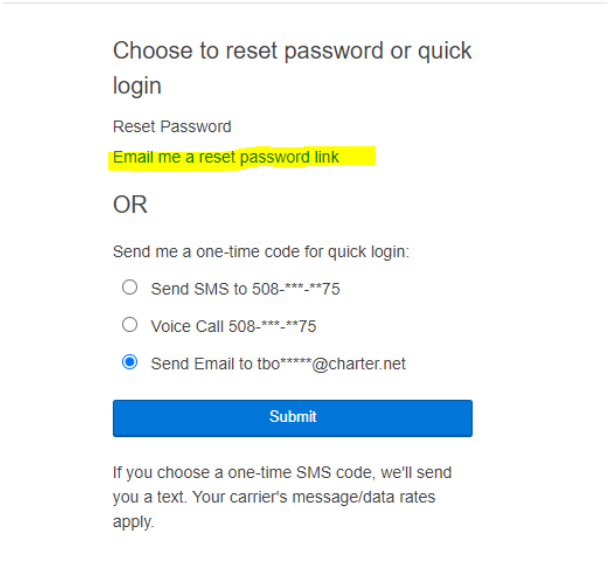
Put in email address connected to account. (note if you do not know which email address is on the account, please contact Member Services Desk at 508.234.8184)



Click the "Forgot Your Password?" link at bottom.



Click the "Email me a reset password link" at top. **DO NOT** hit the Submit button.



Go to your email and click the link provided and follow the instructions to enter your password. Your password must be at least 7 characters and contain at least one capital letter and one number.

Additional Tips:

- Each Adult should have a different email address on the account. High School memberships as well.

- The id number is your membership card # example: “WCC1234”.

- Any other difficulties, please contact the Member Services Desk at 508.234.8184.