



How to Activate Your Account in the New CPRA System

STEP 1:

Click the Activate Your Account button below or in the original email from CPRA.

Activate Your Account

Enter your name and email as they are listed in your current CPRA account.
You will then receive an email entitled "Colorado Parks & Recreation Association Account Creation Link"

Colorado Parks & Recreation Association Account Creation Link ➤

Colorado Parks & Recreation Association cpra@cpra-web.org via growthzoneapp.com
to me ▼

To create your account [click here](#)

Or if the link isn't working the website address is https://coloradoparksrecreationassociationcpra.growthzoneapp.cc/6zVKgzu_9W4_M. This link is valid for 72 hours.

Click the link provided in the email to activate your account.

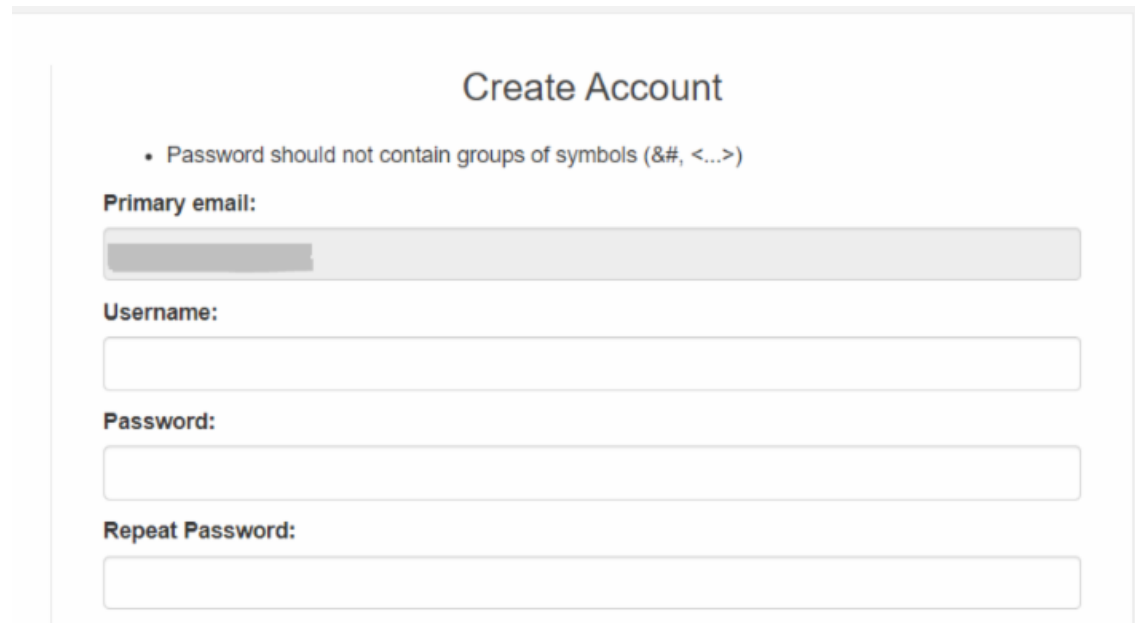
Activation links are only active for 72 hours, so please be sure to **complete this step within 3 days**.

Didn't receive a link or accidentally missed the 72-hour window? No worries! Contact us for assistance.

Account Creation Assistance

STEP 2:

Once you've followed the link for your activation email, you'll be asked to create your personalized login credentials.

A screenshot of a web form titled "Create Account". At the top, there is a note: "• Password should not contain groups of symbols (&#, <...>)". Below this, the form has four input fields with labels to their left: "Primary email:" followed by a text box containing a redacted email address; "Username:" followed by an empty text box; "Password:" followed by an empty text box; and "Repeat Password:" followed by an empty text box. The form is enclosed in a light gray border.

The primary email listed is the one we have on file for you. You can change this and add any additional details once you are in your account.

You will then be directed to your new CPRA Member Info Hub!

This is where you will be able to view and manage all of your CPRA Member Benefits. Watch the Info Hub Tour video to get a better understanding of how to navigate the Info Hub.

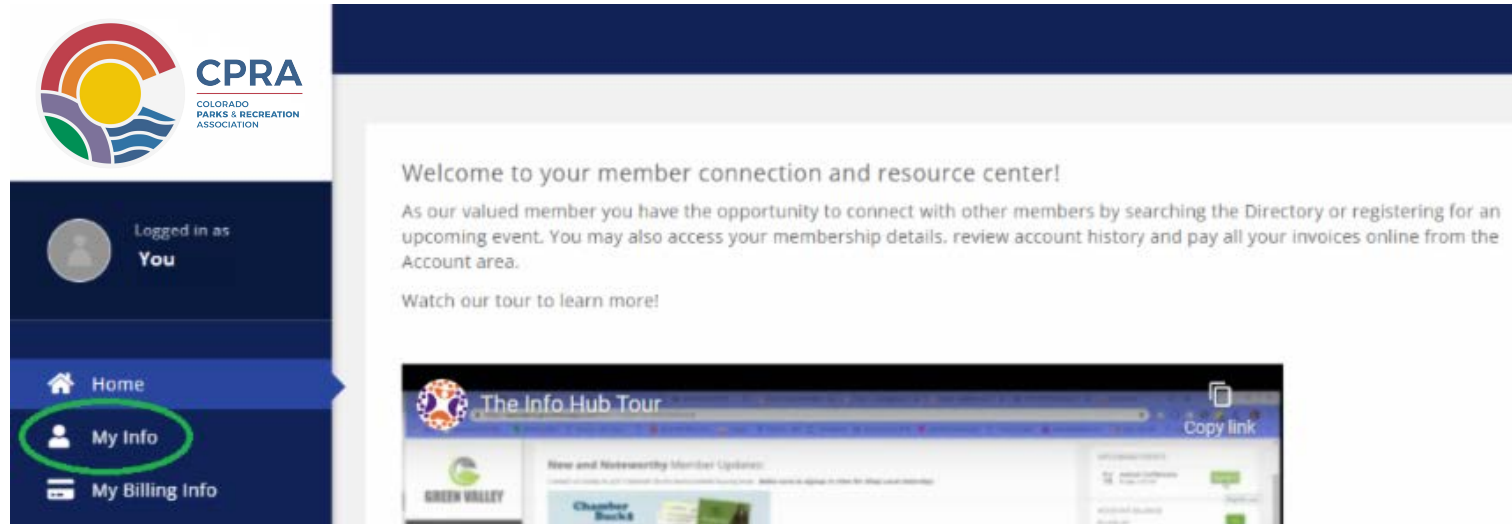
The screenshot displays the CPRA Member Info Hub interface. On the left is a dark blue sidebar with the CPRA logo at the top, which includes a stylized sun and mountains. Below the logo, it says "CPRA COLORADO PARKS & RECREATION ASSOCIATION". The sidebar contains a user profile section showing "Logged in as Jillian Stragis" and a list of navigation links: Home, My Info, My Billing Info, My Directory Listing(s), My Subscriptions, Events, Forum, Continuing Education, Organization Directory, Search All Directory, Industry Partner Directory, and Resources. The main content area has a dark blue header with search and settings icons. Below the header, a welcome message reads: "Welcome to your member connection and resource center! As our valued member you have the opportunity to connect with other members by searching the Directory or registering for an upcoming event. You may also access your membership details, review account history and pay all your invoices online from the Account area. Watch our tour to learn more!". A central video player shows "The Info Hub Tour" with a play button overlay. To the right, there are two sections: "UPCOMING EVENTS" listing several meetings and conferences with "Register" buttons, and "REFER OTHERS" with a "Refer them today!" button.

You will now have direct access to any personal billing info, your Section and Committee listings, your email subscriptions, and more! Here are some functions you will have access to through the Info Hub:

- Maintain your personal information
- View and register for upcoming CPRA events
- Join and manage your relevant Sections, Interests Groups, & Committees Post and interact with discussion topics in the new member Forum
- View member directories to stay connected with your peers and our partners

STEP 3:

Be sure to check out the My Info tab to ensure all of your information is present and accurate.



Here you can update and add any relevant personal information.

Go ahead and add an image and a bio!

Your Name 

CONTACT INFO		LISTS/COMMITTEES
Physical and mailing	CO 	None to display
Personal	_____ @gmail.com 	
PROFESSIONAL BIO 		
None to display		
BIO 		
CATEGORIES		
None to display		

You will need to be sure you've joined all of the Sections you wish to be a part of. Even if you are already a member of a Section, you will need to join that Section again from your Info Hub.

You can join a Section with the plus sign to the right of the Lists/Committees section of your My Info tab.

LISTS/COMMITTEES

None to display



From there, you can easily join any Sections or Interest Groups that are available and of interest to you.

Lists/Committees I can join ×

Search
Search...

Category
Sections ▼

<input type="checkbox"/>	ACTIONS	CATEGORY	NAME	DESCRIPTION
<input type="checkbox"/>		Sections	AAPS - Active Adults & Programming Services	For any CPRA members whose roles relate to active adults & related programming.
<input type="checkbox"/>		Sections	Aquatics	For any CPRA members whose roles relate to aquatics.
<input type="checkbox"/>		Sections	CARA - CO Association of Recreational Athletics	For any CPRA members whose roles relate to recreational athletics.
<input type="checkbox"/>		Sections	Directors	For any CPRA members whose role is a form of Director for their agency.
<input type="checkbox"/>		Sections	Facility Management	For any CPRA members whose roles relate to facility management.
<input type="checkbox"/>		Sections	Fitness	For any CPRA members whose roles relate to fitness.
<input type="checkbox"/>		Sections	Parks	For any CPRA members whose roles relate to parks or open spaces.
<input type="checkbox"/>		Sections	PLAaY - Preschool Licensing Activities & Youth	For any CPRA members whose roles relate to youth programming and licensing.
<input type="checkbox"/>		Sections	TRSC - Therapeutic Recreation Society of Colorado	For any CPRA members whose roles relate to therapeutic recreation.

Cancel

Done

Joining a Section or Interest Group will allow you to interact with that group's Forum.

You can ask questions, introduce new topics, and interact with other members' posts from the Forum tab.

This will be our new Connected Community.

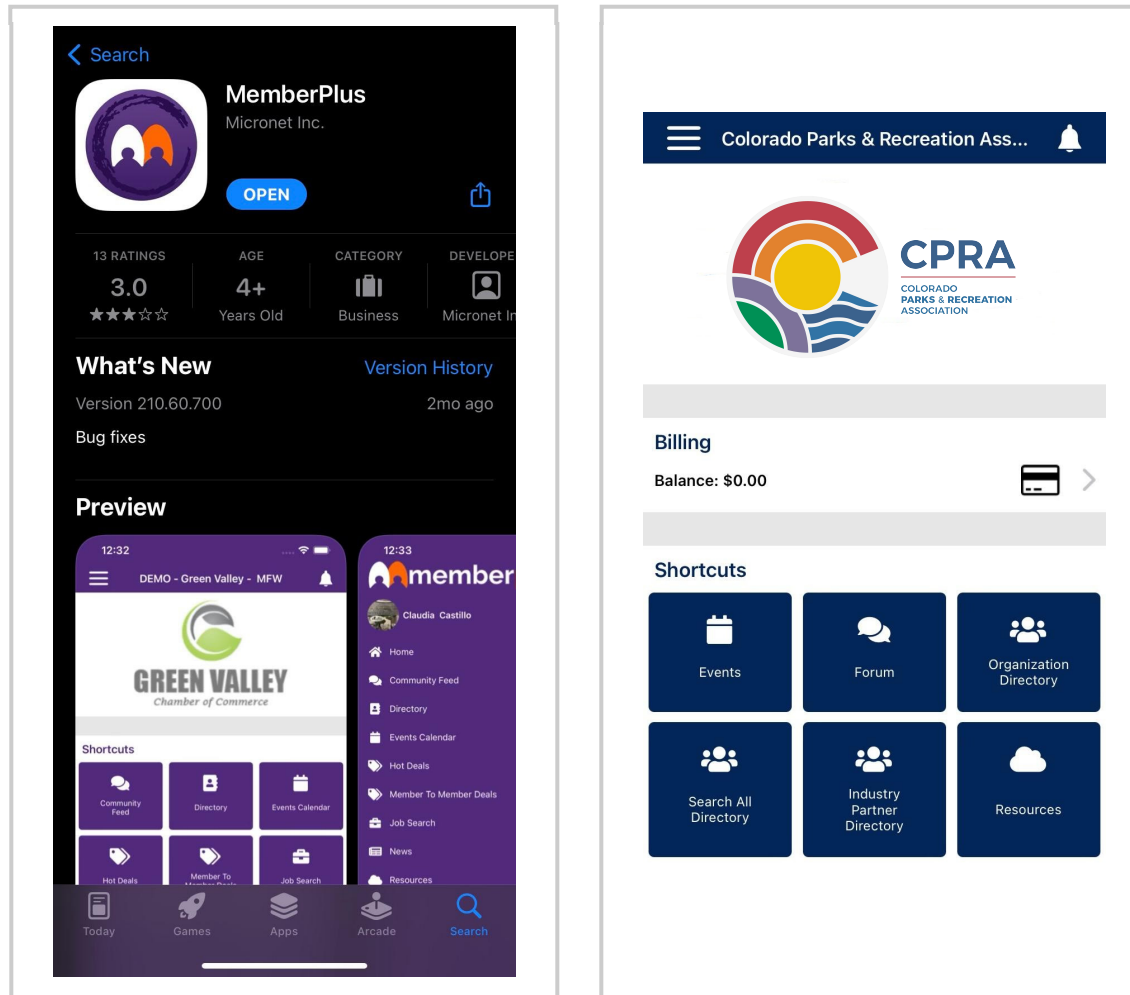
The **General Forum** is available to all members and can be used for any and all posts you would like to share with your fellow members

All Topics	0
Sections	
Active Adults (AAPS)	0
Aquatics	0
Directors	0
Facility Management	0
Fitness	0
Parks	0
Recreational Athletics (CARA)	0
Therapeutic Rec (TRSC)	0
Youth Programming & Licensing (PLAaY)	0
General	
General Discussion	0
Special Interest Groups	
Emerging Leaders (ELN)	0

Go mobile with all of your Member Benefits with the MemberPlus App!

Search for and download the MemberPlus App in your App Store. Then simply log in with the credentials you just made for your new CPRA account.

Once you log in, you'll have your personalized CPRA Info Hub at your fingertips!



Our hope is that this new system provides some long-awaited ease and empowerment to all of our members. However, we are still always here to help! Feel free to reach out with any questions or concerns about this process or the new system.

Contact us at cpa@cpa-web.org.

Thank you so much for being a member with us. We hope you enjoy the new CPRA experience!