

# New MAS Member Portal - Engagifii!

First Time Logging In?

Here is Everything you Need to Know!

New MAS Member Portal: [mas.engagifii.com](https://mas.engagifii.com)

ASSOCIATION OF SUPERVISORS  
MISSISSIPPI

powered by  Engagifii

Login to your Engagifii account

Username or Email

Password

Remember Me

LOG IN

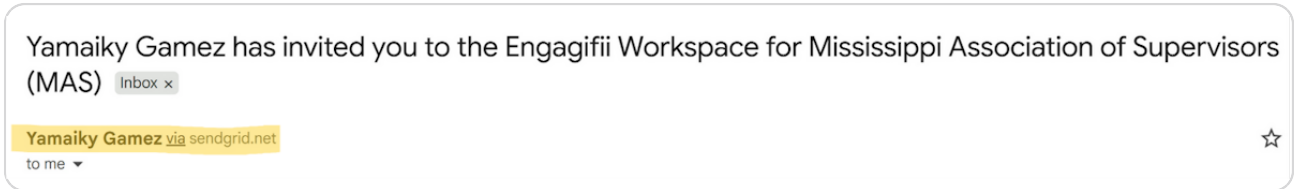
[Forgot password?](#)

[Register as a New User](#)

## STEP 1

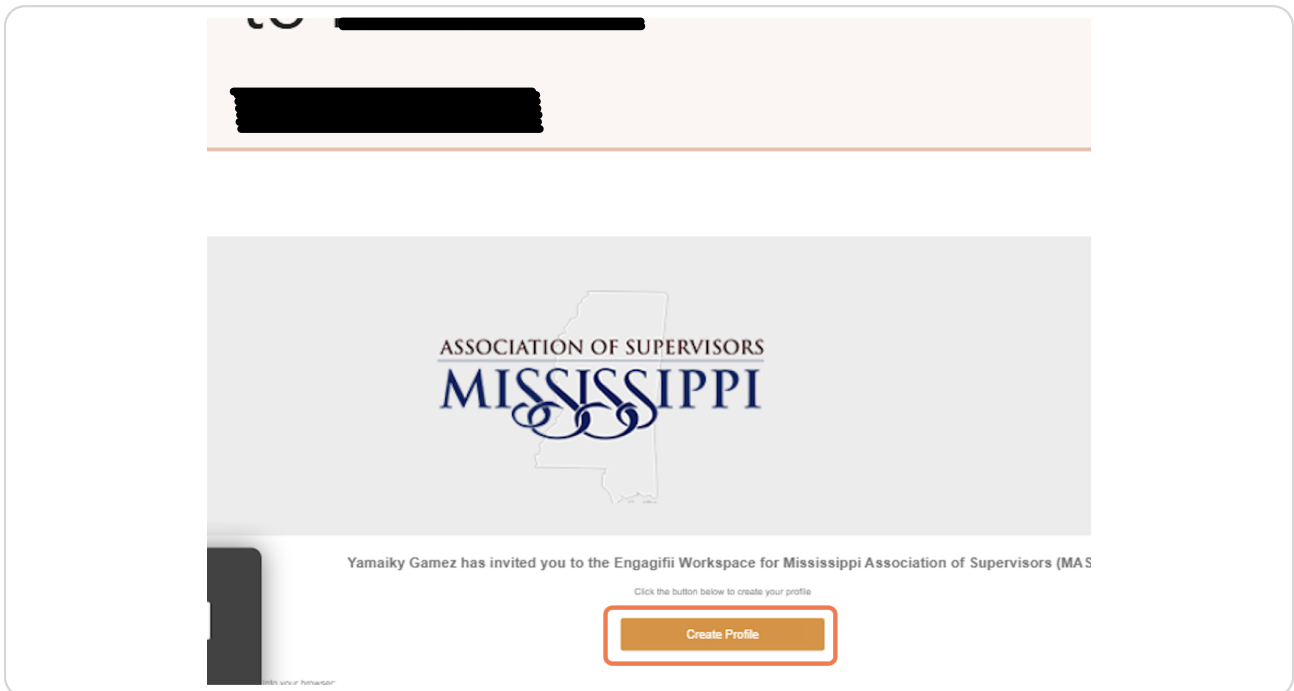
### Look for Your Engagifii Login Invite Email to the Engagifii Workspace for Mississippi Association of Supervisors (MAS)

This invite will come from [identify\\_donotreply@engagifii.com](mailto:identify_donotreply@engagifii.com) or email Yamaiky Gamez [sendgrid.net](mailto:sendgrid.net)



## STEP 2

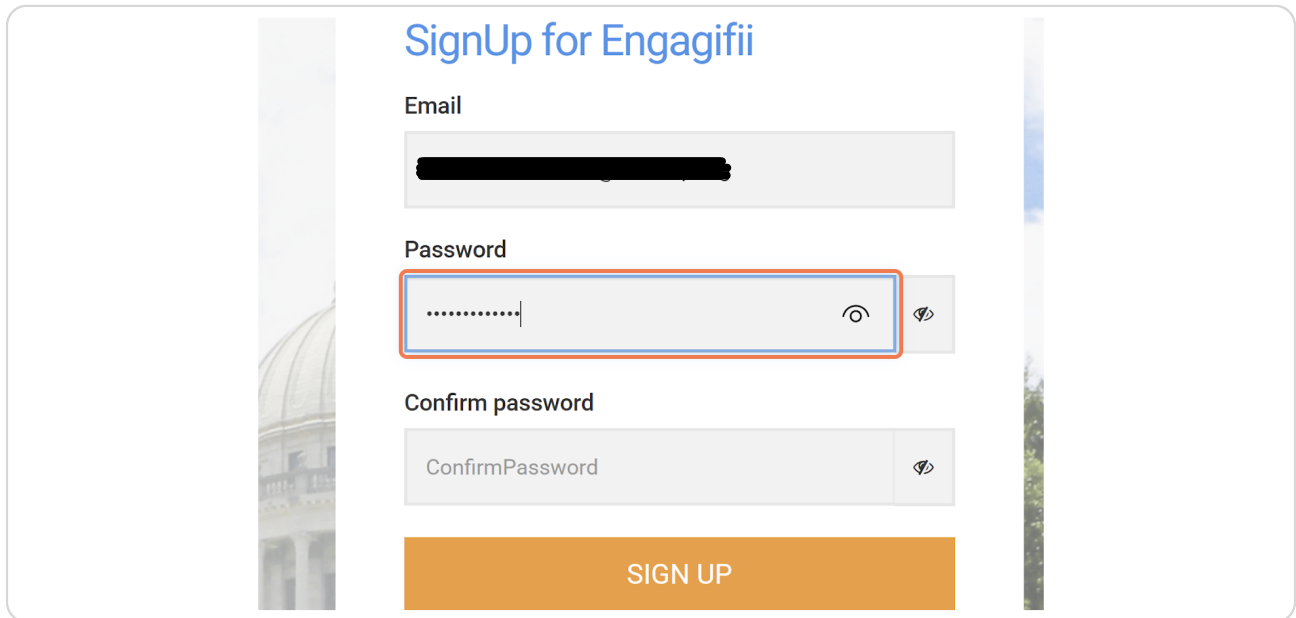
### Click on Create Profile



### STEP 3

#### Create Your Password

Your username/email is the one where you received the invite to create your member profile!



**SignUp for Engagifii**

Email  
[Redacted]

Password  
[Redacted]

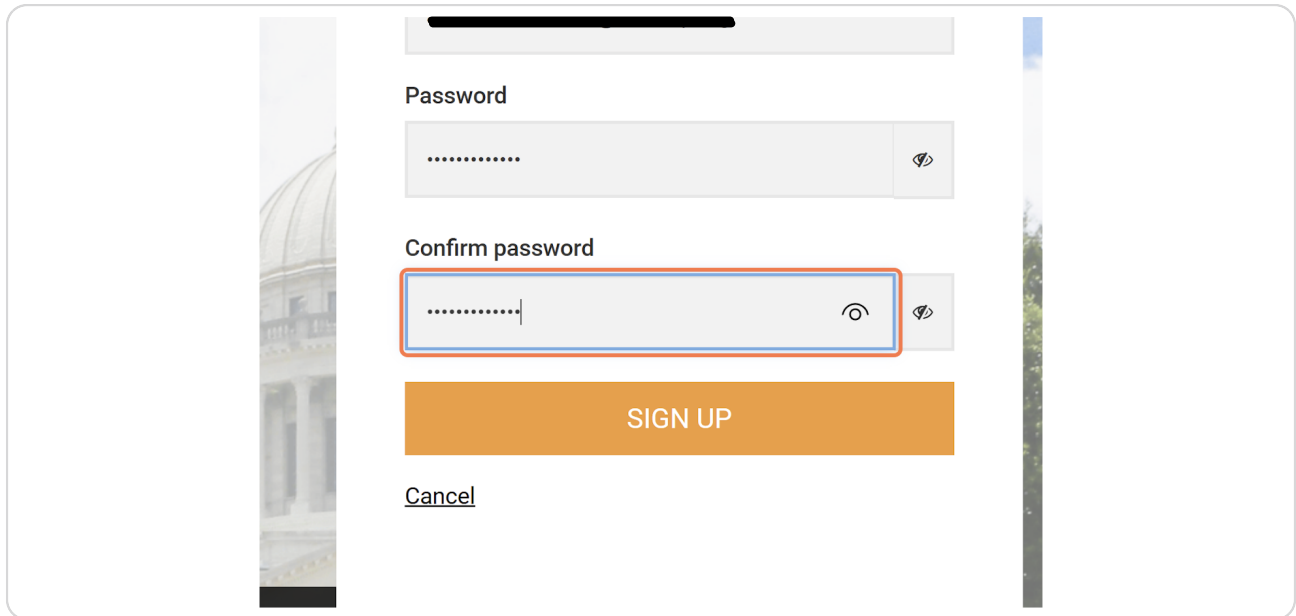
Confirm password  
ConfirmPassword

**SIGN UP**

### STEP 4

#### **Confirm Password**

Type in your password again



[Redacted]

Password  
[Redacted]

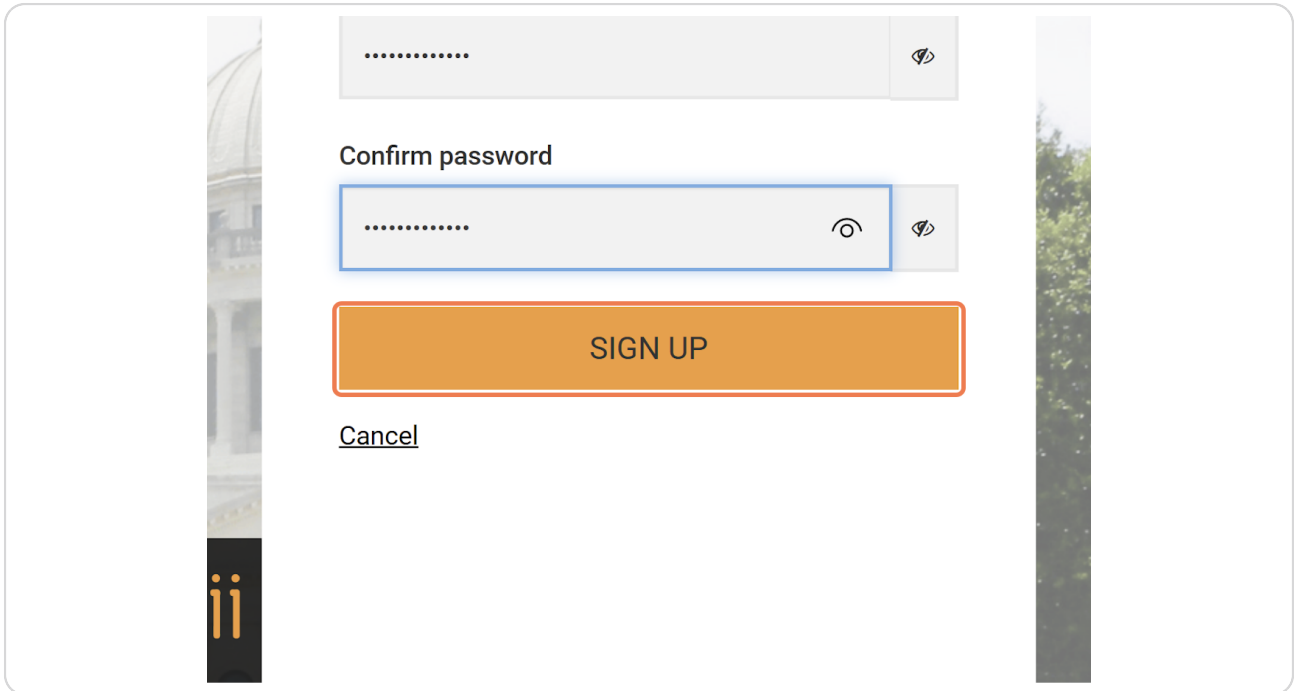
Confirm password  
[Redacted]

**SIGN UP**

[Cancel](#)

STEP 5

Click on SIGN UP

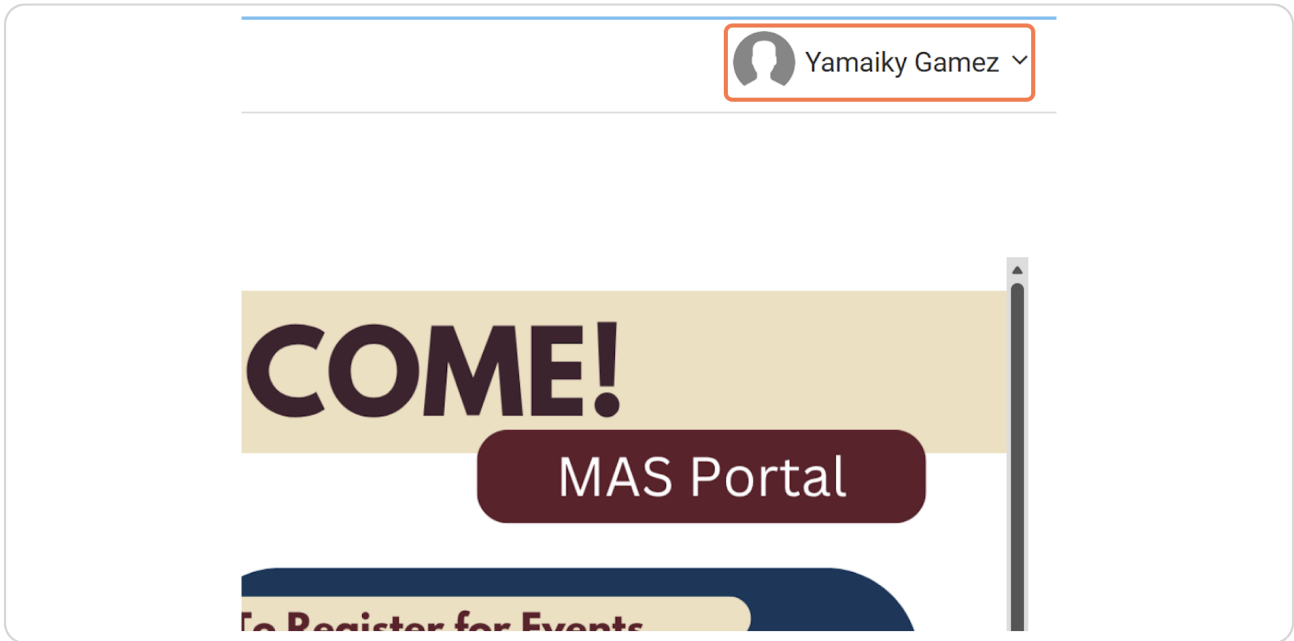


The screenshot shows a sign-up form with two password fields. The first field is partially filled with dots and has a visibility icon. The second field is labeled "Confirm password" and is also filled with dots, with a visibility icon and a toggle icon. Below the fields is a large orange button with the text "SIGN UP" and a thin orange border. Underneath the button is a "Cancel" link. The form is set against a background of a building and trees, with a vertical black bar containing the letters "ii" on the left side.

STEP 6

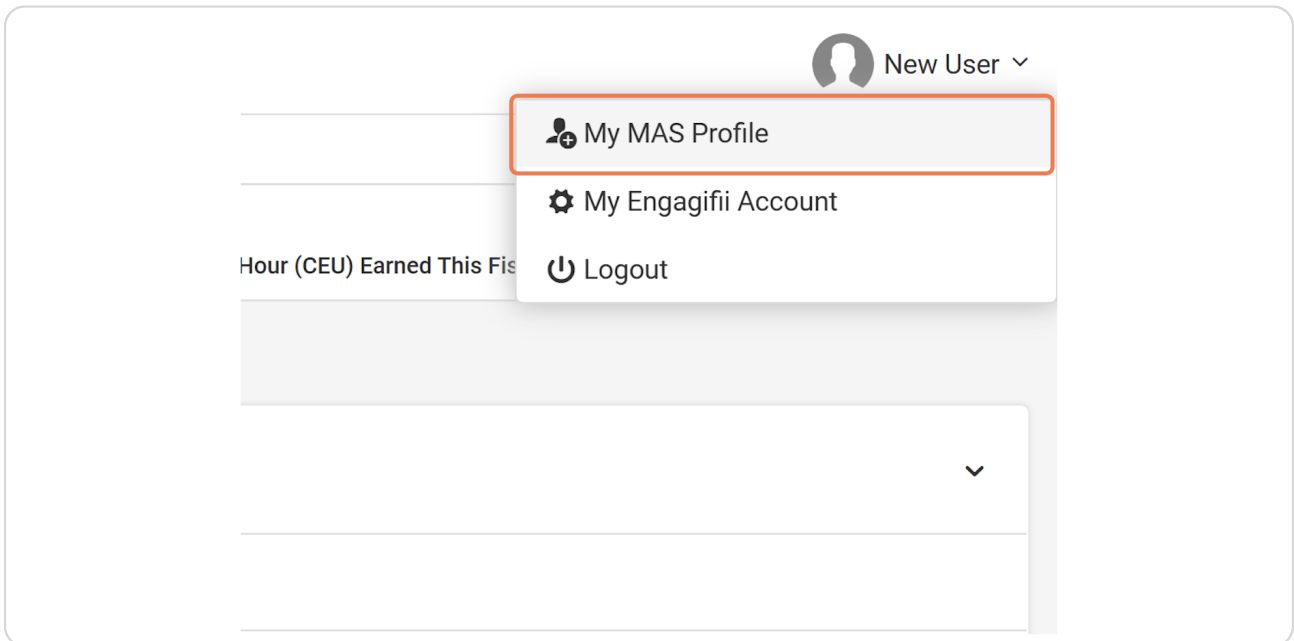
To edit your profile Click on Your Name

Top right corner



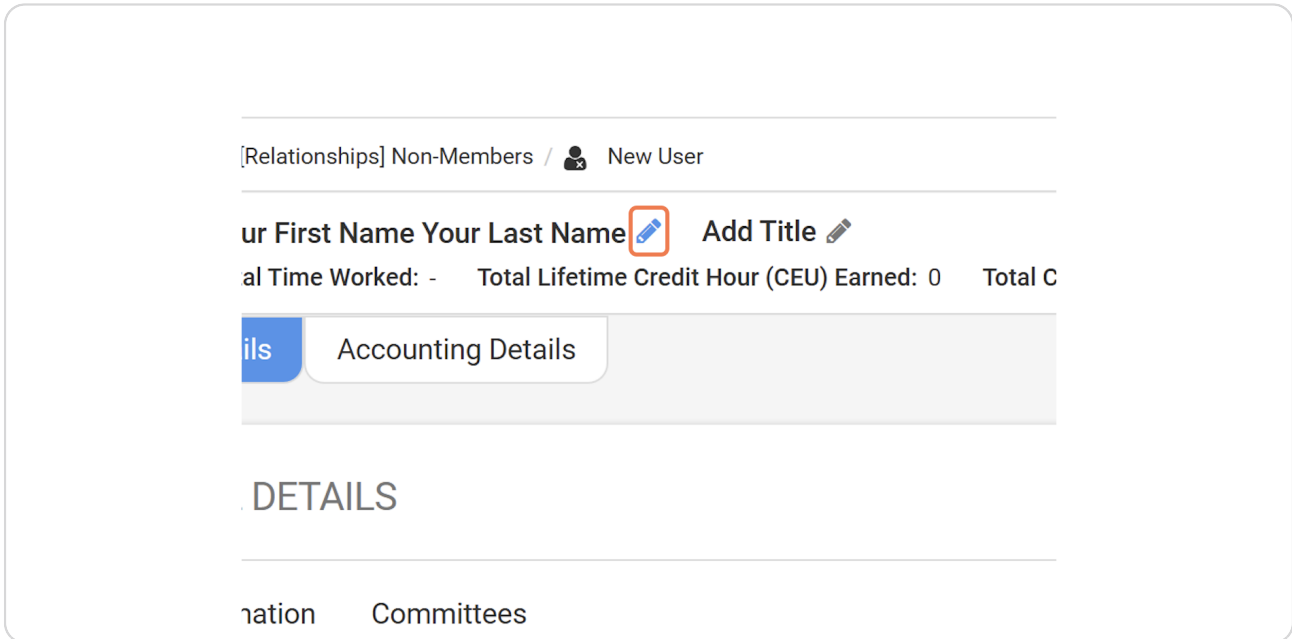
STEP 7


Then Click on My MAS Profile





## STEP 8

### To Edit Your Name Click the Pencil



[Relationships] Non-Members /  New User

Your First Name Your Last Name  Add Title 

Total Time Worked: - Total Lifetime Credit Hour (CEU) Earned: 0 Total C

ils Accounting Details

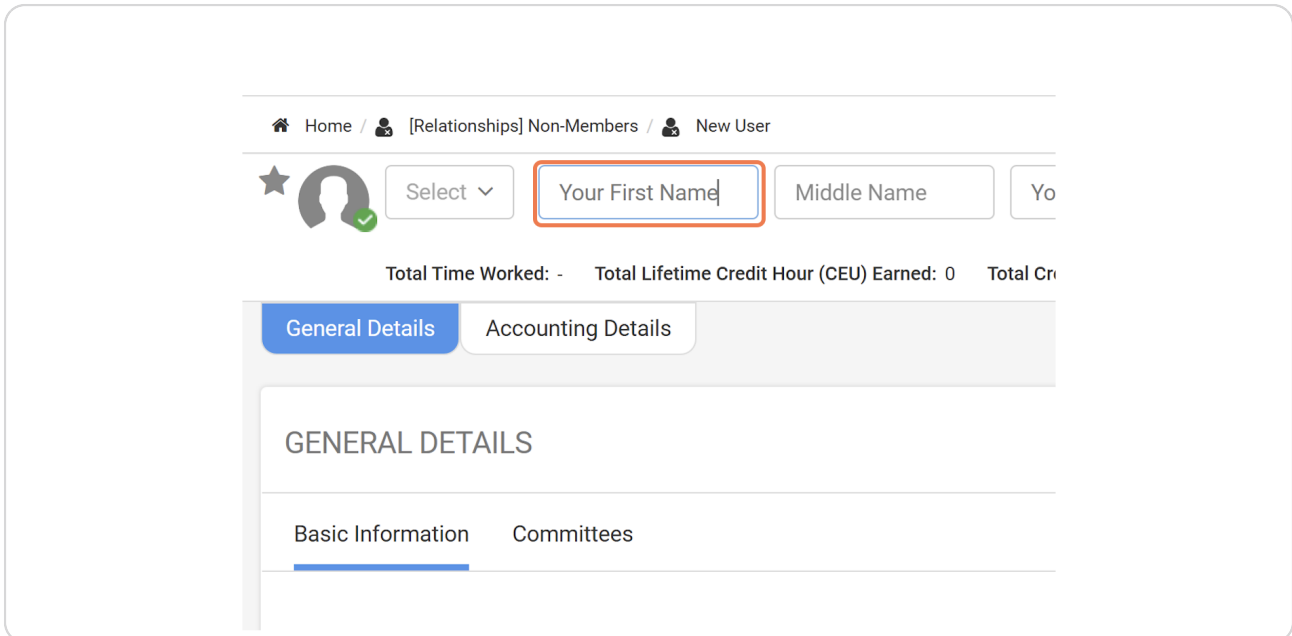
DETAILS



nation Committees



## STEP 9

### Click on First Name

To edit your first name



Home /  [Relationships] Non-Members /  New User

6 of 15

## STEP 10

### Click on Last Name

To edit your last name

A screenshot of a user profile form. At the top, there is a horizontal line. Below it, the text "User" is visible. The form contains several input fields: "Middle Name", "Your Last Name" (which is highlighted with a red border), and a "Select" dropdown menu. To the right of the "Select" menu are green and red checkmark icons. Below these fields, the text "Credit Hour (CEU) Earned: 0" and "Total Credit Hour (CEU) Earned This Fiscal Year (Oct 01, 202" is displayed. A large grey rectangular area is positioned below the text, likely representing a table or a list of data. At the bottom of the form, there are two more horizontal lines.

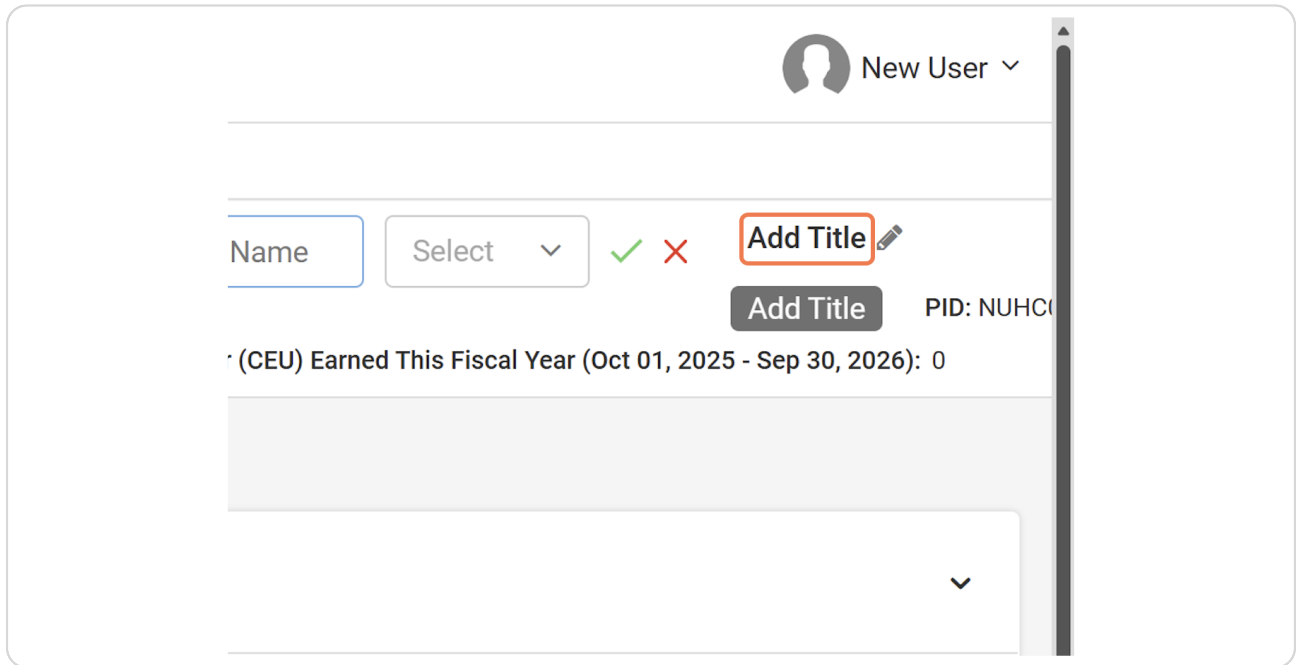
## STEP 11

### Click the Check Mark to Save Your Changes

A screenshot of a user profile form. At the top right, there is a user profile icon and the text "New User" with a dropdown arrow. Below this, there is a horizontal line. The form contains several input fields: "First Name", "Select" dropdown menu, a green checkmark icon with a red 'X' next to it, and "Add Title" with a pencil icon. To the right of these fields, the text "PID: NUHCl" is visible. Below these fields, the text "Credit Hour (CEU) Earned This Fiscal Year (Oct 01, 2025 - Sep 30, 2026): 0" is displayed. A large grey rectangular area is positioned below the text, likely representing a table or a list of data. At the bottom of the form, there is a horizontal line and a small downward arrow icon.

## STEP 12

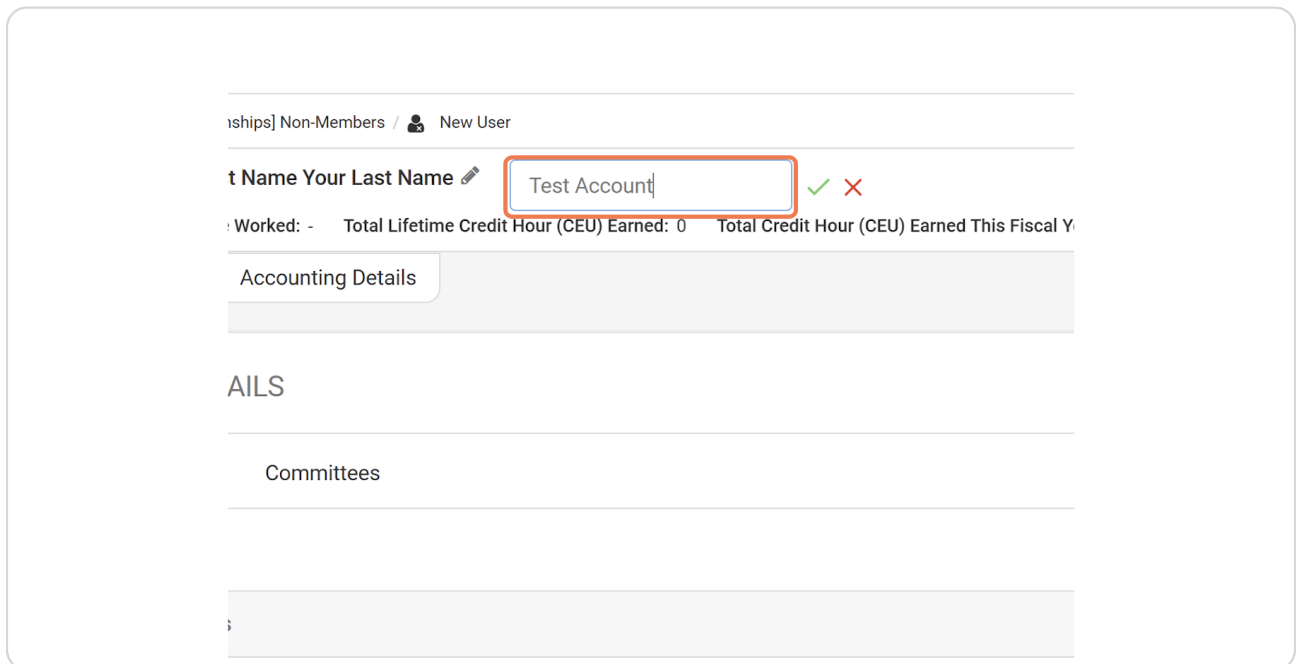
### Click on Add Title to Add or Edit your Title



The screenshot shows a user profile page for a 'New User'. At the top right, there is a user icon and the text 'New User' with a dropdown arrow. Below this, there is a 'Name' field with a 'Select' dropdown menu. To the right of the dropdown are green and red checkmarks. A button labeled 'Add Title' with a pencil icon is highlighted with a red box. Below the 'Add Title' button is another button labeled 'Add Title' and the text 'PID: NUHCO'. Further down, there is a line of text: '(CEU) Earned This Fiscal Year (Oct 01, 2025 - Sep 30, 2026): 0'. At the bottom right, there is a dropdown arrow.

## STEP 13

### Enter Your Title



The screenshot shows a user profile page for a 'New User'. At the top left, there is a breadcrumb trail: 'Memberships] Non-Members / New User'. Below this, there is a 'Last Name Your Last Name' field with a pencil icon. The text 'Test Account' is entered in this field, which is highlighted with a red box. To the right of the field are green and red checkmarks. Below the field, there is a line of text: 'Worked: - Total Lifetime Credit Hour (CEU) Earned: 0 Total Credit Hour (CEU) Earned This Fiscal Year'. Below this, there is a tab labeled 'Accounting Details'. Further down, there is a section labeled 'AILS'. At the bottom, there is a section labeled 'Committees'.

STEP 14

Click the Check Mark to Save Your Changes

\_\_\_\_\_

\_\_\_\_\_

Test Account

hour (CEU) Earned: 0 Total Credit Hour (CEU) Earned This Fiscal Year (0

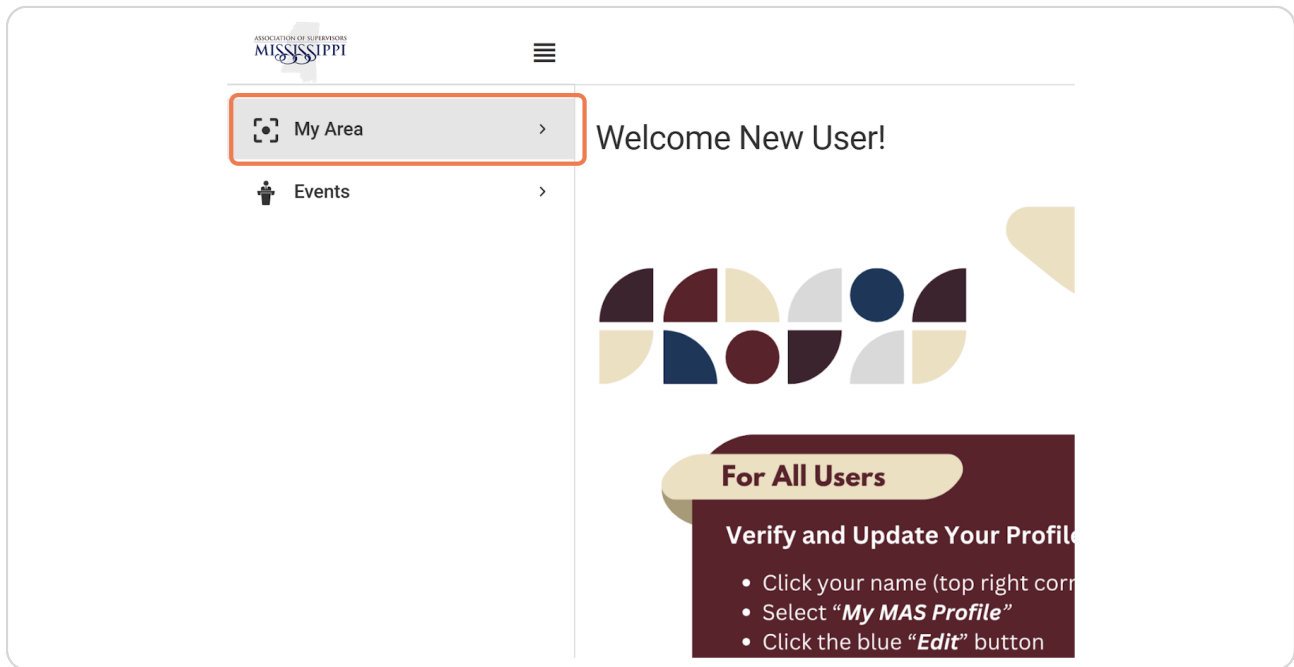
\_\_\_\_\_

ENGAGIFII

10 Steps [↗](#)

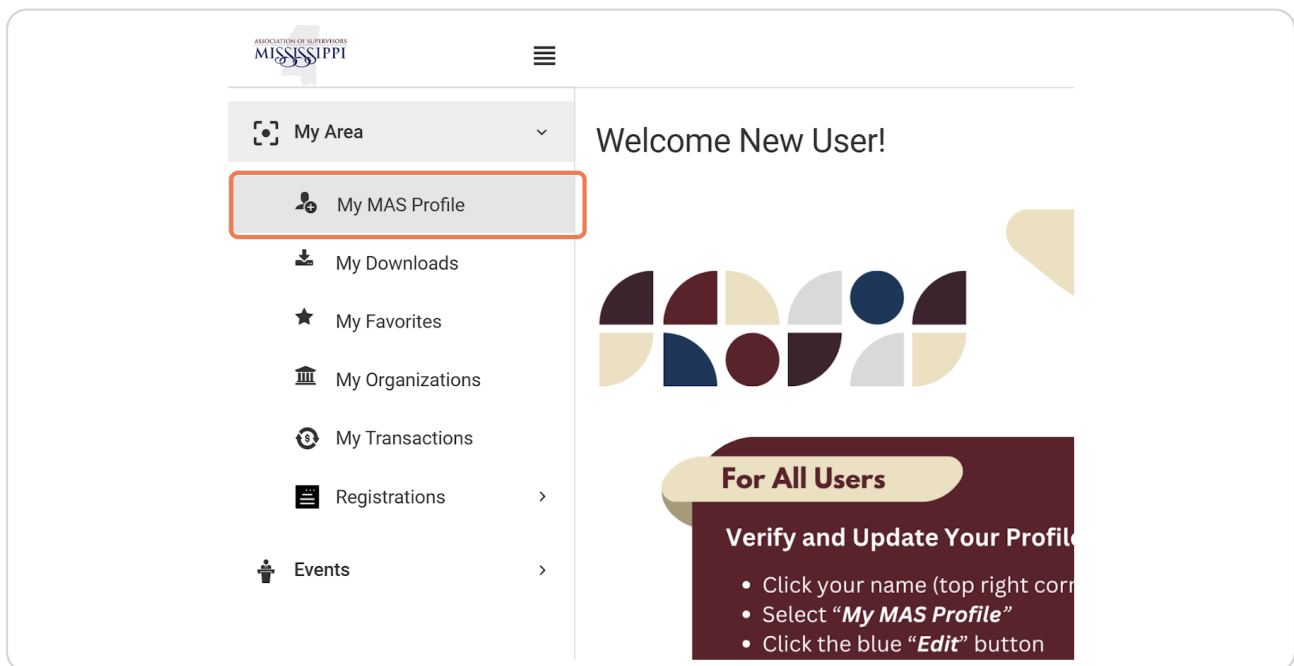
## STEP 15

### Click on My Area to Find/Update Your Profile



## STEP 16

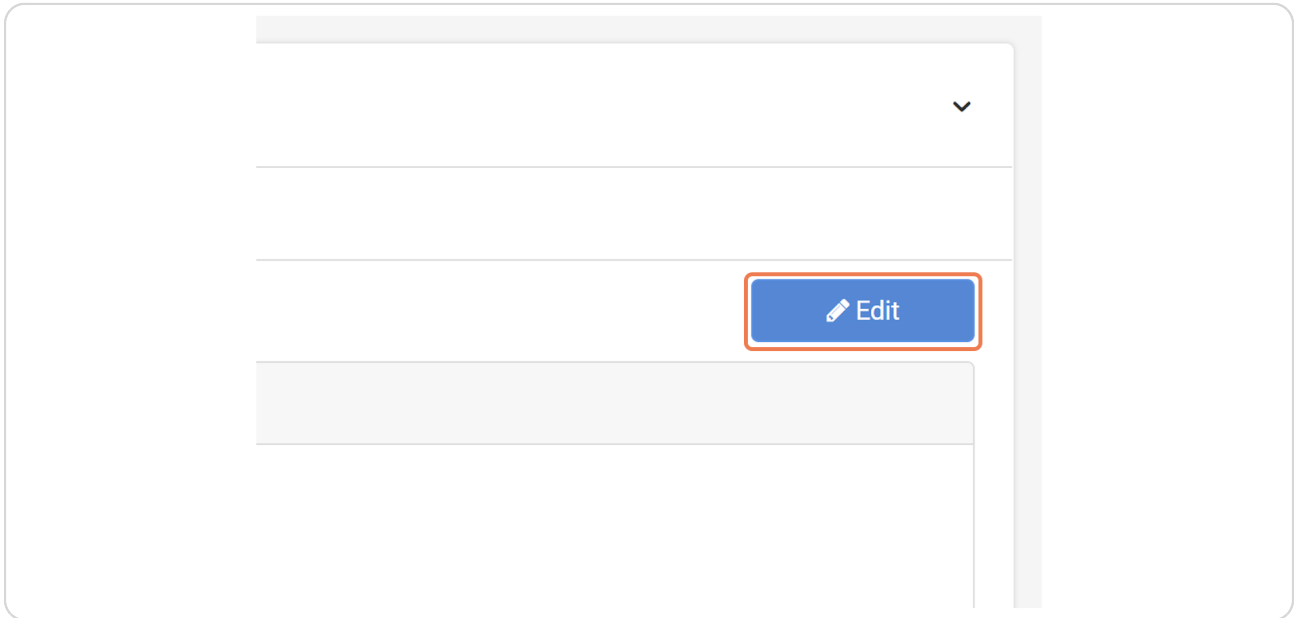
### Click on My MAS Profile



## STEP 17

### Then Click on Edit

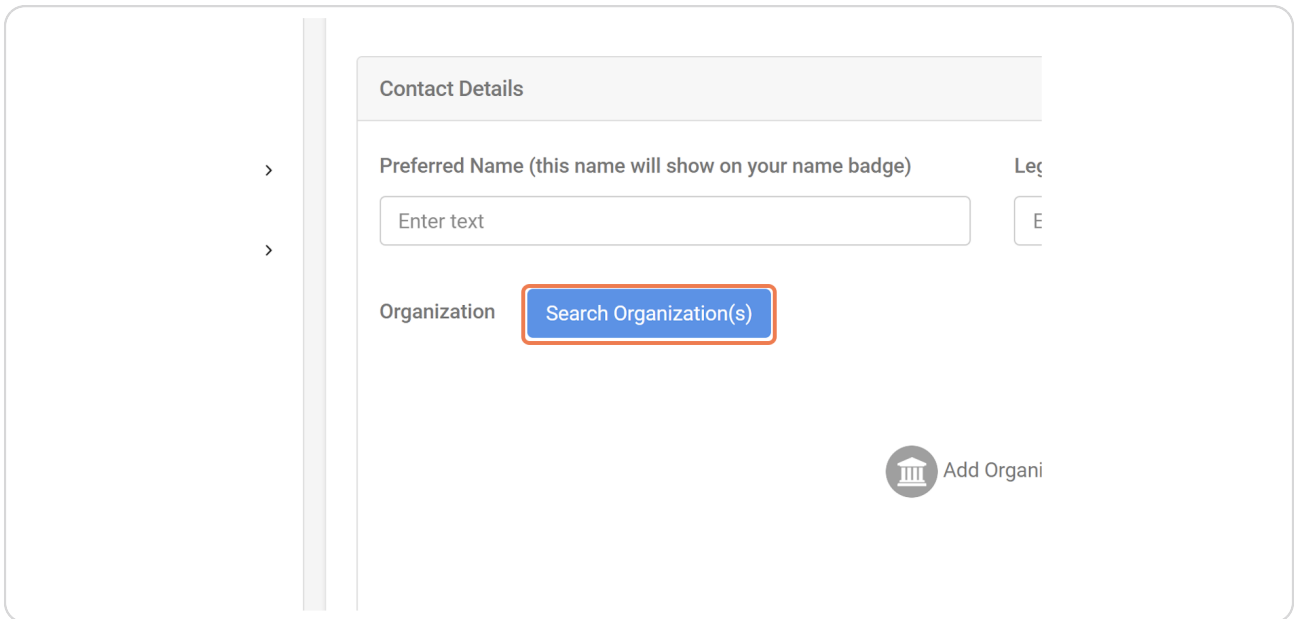
To make additional updates to your profile



## STEP 18

### Click on Search Organization(s)

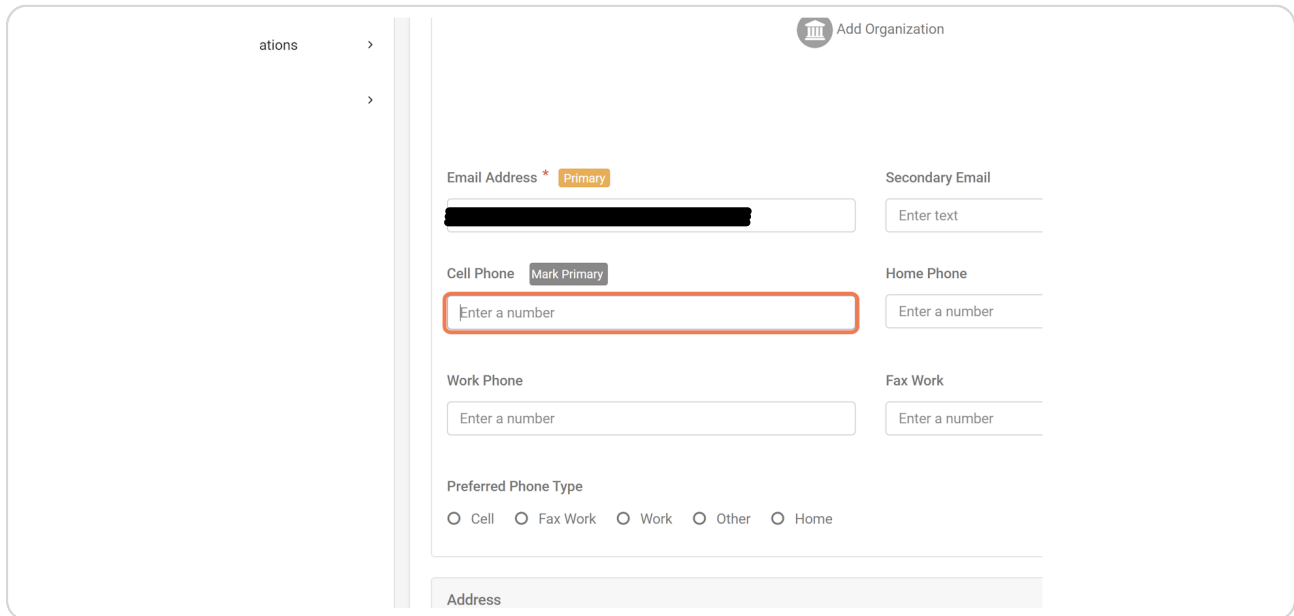
If you need to update your company/organization name



## STEP 19

### Click on Enter a Cell Phone Number

To enter your cell phone number



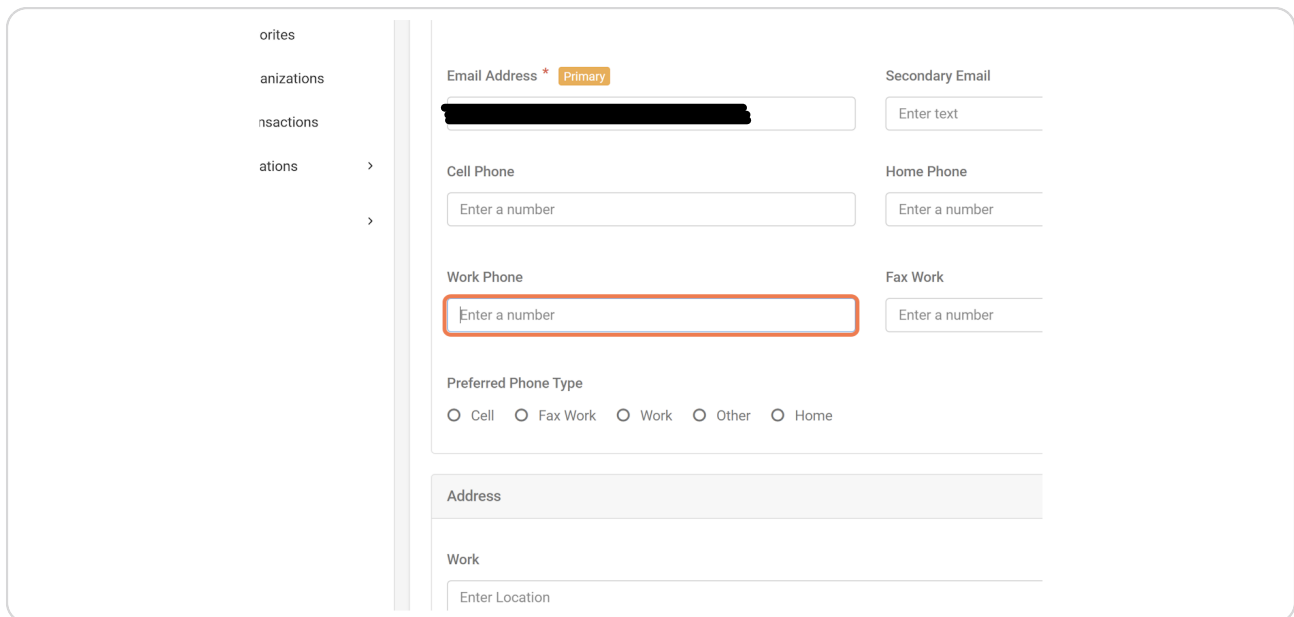
The screenshot shows a web form titled "Add Organization". On the left is a navigation menu with items: "ations", "ations", "nsactions", and "ations". The main form area contains the following fields and options:

- Email Address \*** (Primary): A text input field containing a redacted blacked-out string.
- Secondary Email**: A text input field with the placeholder "Enter text".
- Cell Phone** (Mark Primary): A text input field with the placeholder "Enter a number", which is highlighted with a red border.
- Home Phone**: A text input field with the placeholder "Enter a number".
- Work Phone**: A text input field with the placeholder "Enter a number".
- Fax Work**: A text input field with the placeholder "Enter a number".
- Preferred Phone Type**: Radio buttons for  Cell,  Fax Work,  Work,  Other, and  Home.
- Address**: A greyed-out text input field.

## STEP 20

### Click on Enter a Work Number

To enter your work number



The screenshot shows the same "Add Organization" form as in Step 19. The navigation menu now includes "orites" and "anizations" in addition to the previous items. The main form area contains the following fields and options:

- Email Address \*** (Primary): A text input field containing a redacted blacked-out string.
- Secondary Email**: A text input field with the placeholder "Enter text".
- Cell Phone**: A text input field with the placeholder "Enter a number".
- Home Phone**: A text input field with the placeholder "Enter a number".
- Work Phone**: A text input field with the placeholder "Enter a number", which is highlighted with a red border.
- Fax Work**: A text input field with the placeholder "Enter a number".
- Preferred Phone Type**: Radio buttons for  Cell,  Fax Work,  Work,  Other, and  Home.
- Address**: A greyed-out text input field.
- Work**: A text input field with the placeholder "Enter Location".

## STEP 21

### Click on Enter Work Location

If you need to update your work mailing address

The screenshot shows a web form with two tabs: "General details" and "Accounting details". Below the tabs are two input fields labeled "Enter a number". Underneath is a "Preferred Phone Type" section with radio buttons for "Cell", "Fax Work", "Work", "Other", and "Home". The "Address" section is highlighted in grey and contains a "Work" sub-section. The "Enter Location" field in the "Work" section is highlighted with a red border. Below it are "Address Line 1" and "Address Line 2" fields. At the bottom of the "Address" section are "City", "State", and "Zip Code" fields, and a "Country" field.

## STEP 22

### Click on Enter Billing Location

Enter billing address if different from your mailing address

The screenshot shows a web form with a "Billing" section highlighted in grey. The "Enter Location" field in the "Billing" section is highlighted with a red border. Above the "Billing" section are "Address Line 2", "City", "State", and "Zip Code" fields, and a "Country" field. Below the "Billing" section are "Address Line 1", "Address Line 2", "City", "State", and "Zip Code" fields, and a "Country" field.

### STEP 23

Please feel free to use the Notes section to add any extra details you'd like MAS to be aware of.

The screenshot shows a form titled "Demographics, Notes & Details". It contains several sections:

- Status** and **Shirt Size**: Each has a dropdown menu with "Select" as the current value.
- Notes**: A rich text editor with a toolbar containing icons for undo, redo, paragraph style, text color, background color, bold, italic, underline, strikethrough, bulleted list, numbered list, indent, outdent, link, unlink, and a menu icon. Below the toolbar is a large empty text area with a red border.
- Publish Options**: Contains two dropdown menus: "Publish Cell?" and "Publish in Directory?", both with "Select" as the current value.

### STEP 24

**Click on Save**

To save all of your edits

The screenshot shows a form with a "Save" button highlighted with a red box. The button is blue with a white document icon and the text "Save". To its left is a "Cancel" button. Below the buttons, there is a greyed-out section and a text input field containing the text "ive District".

# WELCOME!

MAS Portal

## For All Users

### Verify and Update Your Profile

- Click your name (top right corner)
- Select “**My MAS Profile**”
- Click the blue “**Edit**” button
- Review and complete your profile
- Click the blue “**Save**” button

## To Register for Events

Hotel Blocks will be available after you register.

- Click on “**Events**” (In menu on left)
- Select the **Event** you want to attend
- Follow the steps in Engagifii
- You will receive a **Confirmation Email** with the hotel blocks when done

## For Admin Users (Admin Users can update all profiles in your organization)

### Verify/Update Your Organization’s Profile

- Click your name (top right corner)
- Select “**My MAS Profile**”
- Ensure your Profile is linked to the correct organization
- Click your Organization to open its profile
- Click the blue “Edit” button
- Review and complete all fields
- Click the blue “Save” button

### To Add People to Your Organization

- On the Organization Profile - go to the “**People**” tab
- Review the list of people
- Click “**Add a Person**”
- Fill in their details

## Get More Out of Your Association

### Want to receive updates from us?

Text “**START**” to **(601) 463-6969** to receive association updates, event notifications, and legislative updates.

### Subscribe to our magazine!

Read **Inside County Lines**, for news and updates from all over the state!

**Advertising Available on MAS Website**

### Visit our Website

Learn more about our Member Services, Events, News, Photo Gallery, County Directory and **so much more!**

[mssupervisors.org](http://mssupervisors.org)