Thank you for your interest in WSSCC membership. Now that you have registered, the next step is to ensure that you are using the correct login credentials to access the online Members’ Community which uses a SharePoint platform.

**STEP 1:** Open and accept the invitation to the Members’ Community. Do this by clicking **Go to WSSCC Members Community**.

After receiving and accepting the invitation to the Members’ Community, you will be prompted to enter your user name and password corresponding to an existing Microsoft e-mail account to sign in.

**STEP 2:** If the e-mail account associated with your member profile is not a Microsoft account, you can create one by clicking **Create a Microsoft Account, it’s quick and easy!** at the login screen. Creating a Microsoft account means creating an e-mail address and password which allows you to log in to the Members’ Community at any time.

If you do not see the option to create a Microsoft account immediately, first click on sign in with a Microsoft account (see image below) and you will then see the option to create one.

You can create a Microsoft account with an entirely new user name and password of your choice or reuse the user name and password from an existing non-Microsoft e-mail account (e.g. Yahoo, Gmail) that you may have.
STEP 3: Create a Microsoft account by entering your personal e-mail, your name, birthday, and other details and then click create account.

STEP 4: Check your inbox. An email will be sent to you requesting your validation to confirm that the e-mail address that you provided belongs to you.
STEP 5: After successful verification, you should now be able to use your newly created Microsoft e-mail address and password to sign in to the Members’ Community! Please be sure to book the Members’ Community page or save it as a favorite in your browser. You can also connect to the sign-in page by clicking member login on the WSSCC homepage.

What happens if you forget your password?

If you forget your password, please click on forgot password at the log in page and follow the Microsoft instructions for resetting your password.

This will require that you provide the reason you are not able to sign in and confirm your identity through a secondary means. You will be able to verify your identity using the code you receive via text message or email address. Once validation is complete, you will see a message confirming that your account has been successfully recovered.

If you have any questions or require support, please contact us at members@wsscc.org