

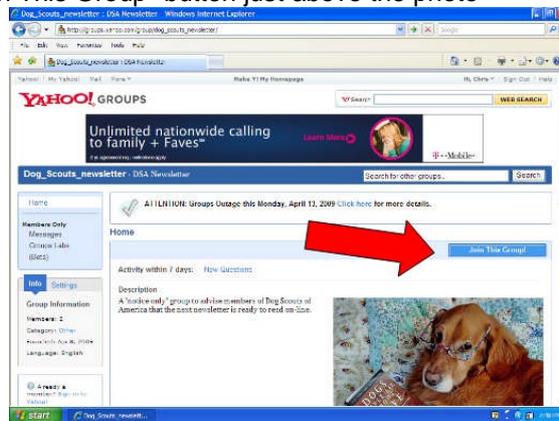
To get the password to access the DSA electronic newsletter you need to have a free Yahoo account set-up. The following information will walk you through the steps for that. You only have to do this ONCE! It may seem like several steps as it's all detailed below, but it's really easy and fast (just fill in the blank.) You can get through this in about 2 minutes.

To get started,

Log onto the internet and go to:

[http://groups.yahoo.com/group/Dog\\_Scouts\\_newsletter/](http://groups.yahoo.com/group/Dog_Scouts_newsletter/) (this is what you type or paste into the "address bar" of your internet page) If you are getting this in an email, you can just left click on the blue text above that starts with http:// You might want to print the steps below so you can refer to them as you go through the steps on the website.

1. Click on the blue "Join This Group" button just above the photo



**NOTE: If you already have an account and get signed in, be sure to put your name and the email address you are using to get list emails in the "Comment to Owner" box so we can verify your DSA membership! Be sure to click the "join" button at the bottom of the page.**

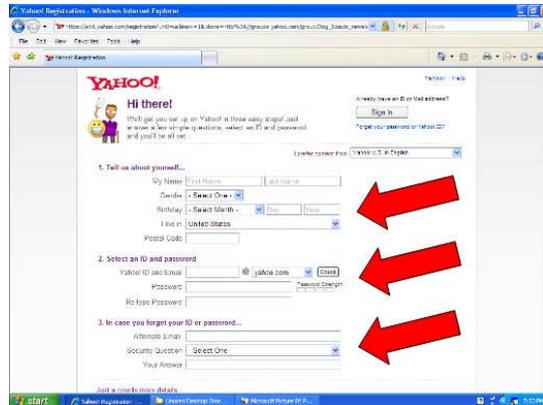
2) It will ask you to sign in. Below the boxes for the user name and password (which you don't have yet,) look for where it says:

Don't have a Yahoo! ID?  
Signing up is easy.  
**Sign Up**



3) Click on the blue text that says "Sign up" to begin the process of setting up your free account

4) On the screen that opens, you'll need to fill in the boxes with the info requested. If you put your cursor over the empty box and left click, it will be ready for you to type the info. Repeat that till all the boxes are filled.



a) Where it asks you to create a unique yahoo email address, you'll need to add something in front of the @Yahoo.com to be used as your email address (you don't need to use this email address for anything but the newsletter notices if you don't want to. But you'll need to check this new email account to see the notices! And you can check this email from any computer by getting on the internet and signing in to [www.Yahoo.com](http://www.Yahoo.com))

Note: If you already have an email address that you want to use to get the newsletter passwords, we can help you register that email with the Yahoo List so the newsletter passwords get sent to that email address instead. Just ask for help with that after you go through all these steps. You DO still need to create a Yahoo email address even if you don't use it.

5) You'll need to copy the odd looking text into the box above it. Yahoo uses this to ensure you are a real human and not a computer program trying to create an account. If you can't read the letters given, click on "try a new code" to get a different set of letters/numbers.

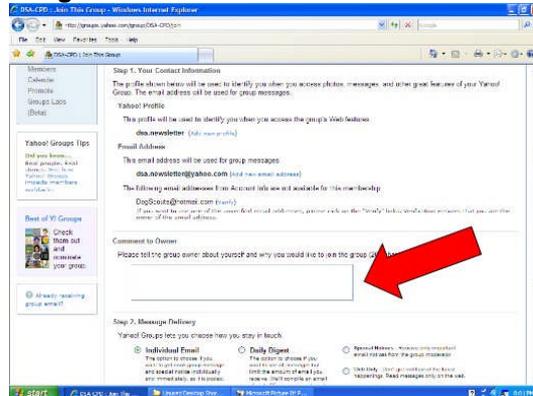
Check mark the agreement box by clicking on it.

When all the boxes are filled in, click on the "create my account" button at the bottom

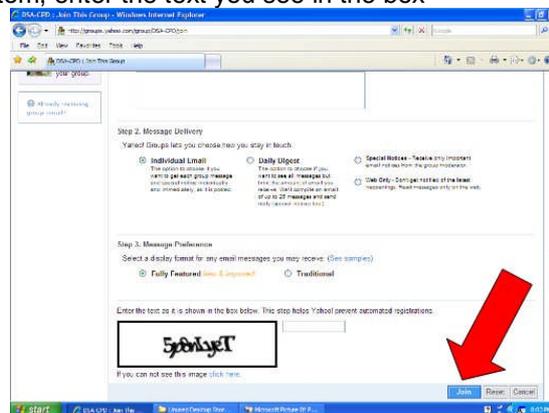


6) Double check your info on the screen that appears and click "continue"

7) Now you are almost done! On the page that is showing, left click in the "Comment to Owner" box, type your name so we can verify your DSA membership! Also type in the email address you will be checking for the emails from DSA about the electronic newsletter



8) Then scroll to the bottom, enter the text you see in the box



9) Be sure to click the "join" button at the bottom and you're done!

A moderator will use the name you put in the comment box in step 7 to verify that your DSA membership is current. Then you will get an email saying you are a member of the Yahoo newsletter notification list.

When a new newsletter is ready to be viewed on-line, you'll get a message from [DSA\_newsletter] through the Yahoo group with a link to the website where you can view the newsletter along with the password used to view that newsletter (& an archive of all past newsletters that have been posted to the website starting in 2009.)

If you have any problems getting signed up, please contact: [DSA.newsletter@yahoo.com](mailto:DSA.newsletter@yahoo.com)

To view any messages in your new Yahoo email account:

Go to the home page for the newsletter group:  
[http://groups.yahoo.com/group/Dog\\_Scouts\\_newsletter/](http://groups.yahoo.com/group/Dog_Scouts_newsletter/)

Click on "mail" at the top of the website page (just above where you see "Yahoo! Groups" in the top left corner.)