Renewing Your ISES Membership



How to renew your ISES Membership in the new ISES Online Membership System

Please visit <u>https://join.ises.org</u> and log-in (menu bar on the top of your screen) using your username (your e-mail address) and the password you set. You should have received an email with instructions on how to set your user name and password. If you did not receive this email, click on "**Request new password**", enter your email and you will be sent an email with a link to reset your password.



Next click on "**Membership**" under the "**Renew**" tab.





In the next step you can select your membership. Select the number of years you wish to renew from the drop-down menu or select a term membership.

Grace: Professional 01.07.2014 – 0	1.07.2015	
Renew with: Please select		
Nould you like to renew your memb	pership from the date it expired? ■YES	
		ſ
Professional Membership	Professional Silver Membership	Professional Gold Membership
Professional Membership	Professional Silver Membership 5 years – 200.00 €	Professional Gold Membership Lifetime – 1000.00 €
Professional Membership 1 year ▼ – 45.00 € 1 year → to add	Professional Silver Membership 5 years – 200.00 € ^{Click to add}	Professional Gold Membership Lifetime – 1000.00 € click to add

If your membership expired within the last 6 months you can tick the option to renew retroactively, Click "yes" if you want your membership to begin from the date it ended.

Renew membership		2
Grace: Professional 01.07.2014 – 01 Renew with: Professional Members Would you like to renew your memb	.07.2015 hip 01.08.2015 - 01.08.2016 ership from the date it expired? ■YES	The second second
Professional Membership 1 year • – 45.00 € Click to remove	Professional Silver Membership 5 years – 200.00 € ^{Click to add}	Professional Gold Membership Lifetime – 1000.00 € Glick to add

Donating to ISES – After selecting a core service membership, you can donate to ISES. By making a donation, you can help grow the next generation of solar energy professionals and the ISES community as the voluntary contribution fund is used to support the memberships of students in developing countries.





Adding Additional Services – You can add additional services once you have selected a membership. Click to add a product. To proceed to the checkout, click the "Proceed to Checkout" button at the bottom of the page.



In the next step you can view your shopping cart. If you have a coupon code, you can enter your code in the field "Coupon Code" and click "**Apply to order**". Your shopping cart will be updated automatically.



Professional (Annual) added to your shopping cart.
International Experts Network (IEN)* added to your shopping cart.
Checkout
Cart contents
Qty Products
1 × Professional (Annual) 01.08.2015 - 01.08.2016 1 × International Experts Network (IEN)* 01.08.2015 - 01.08.2016
Customer information
Order information will be sent to your account e-mail listed below.
E-mail address: hq@ises.org (edit)
Coupon discount
Enter a coupon code for this order. Coupon Code
Enter a coupon code and click "Apply to order" below. Apply to order
Now select your payment method:
Payment method
Select a payment method from the following options.
💿 👺 Direct Debit (Available for customers with German bank account, Lastschrifteinzug)
VISA Visa
Mastercard MasterCard
Marican Express
🔘 😡 Maestro (Available for customers with Maestro Card pre-approved for online payments)
🔘 giropay Giropay (Available for customers with German bank account)
 Wire transfer (bank transfer)

You can review your order before confirming purchase. If you selected "Wire transfer", your order will be confirmed once ISES has confirmed the payment has arrived in the ISES bank account. Your invoice will be sent automatically to your



email address with the ISES bank details. Click on "Confirm Purchase" to send your order.

Review order	
Your order is almost complete. Please review the details of your order below and c the information is correct. You may use the "Back" button to make any changes to If you selected to pay by credit card (Visa, MasterCard, American Express), Direct you will be directed to a new secure payment gateway page from TeleCash" whe payment details.	lick "Confirm Purchase" if all your order if necessary. Debit, Maestro or Giropay, ere you will enter your
Cart contents	
Qty Products	Price
1 × Professional (Annual) 01.08.2015 - 01.08.2016	45.00€
1 × International Experts Network (IEN)* 01.08.2015 - 01.08.2016	30.00€
Customer information	
E-mail: hq@ises.org	
Payment method	
Subtotal: 75.00€	
* Includes 7% VAT: 1.96€	
Order total: 75.00€	
Paying by: Wire transfer	
Please remit payment within 14 days. Payments must be without bank charges to ISES. Pl number and name on the bank transfer. Your invoice, which includes the ISES bank details Your membership and services will be activated once ISES has confirmed full payment ha	ease include your invoice s, will be sent to you by e-mail. s arrived in our bank account.
	Back Confirm purchase

If you selected to pay by credit card (Visa, MasterCard, American Express), Direct Debit, Maestro or Giropay, you will be directed to the payment gateway where you can enter your payment details. Payments done through the payment gateway will be confirmed automatically. The payment screen will look like this:

	1010-000
	A First Data Compr
Amount € 45.00 EUR	All payment information is encrypted and transmitted only via a secure 128bit SSL (Secure Socket layer) connection.
Account Information	
I do not know my IBAN	
* Mandatory fields	
Cancel Continue	

Click "**Continue**" to submit your payment.



Once your order is complete you will be sent an email with your invoice.



Your order is complete! Thank you for shopping at ISES MMS. While logged in, you may continue shopping or view your profile. Return to the front page.

Your order and invoice will appear under your order history. To open your invoice click on the blue order number.

Join us 🗰 Ber	nefits & Services	🗰 Membe	ership Information	*	Members Area	*	Corporate Directory	*	IEN
View View My order Date 07/08/2010 1720 02/16/2015 1720	Edit O history r# Status Pending	rders Total 75.00€							
12/23/2014 1109	Completed	18.70€							



Updating Your Membership Profile

In the new ISES online system, you can update and add to your membership profile. While logged in, click on "**Edit**", here circled in red.

View Edit Ord	ers	
Membership Serv	rice Team	
Membership details		
Professional	01.07.2014 - 01.07.2015	Grace
International Experts Network (IEN)	01.07.2014 - 01.07.2015	Grace
Professional (Annual) 01.08.2015 - 0	1.08.2016	Pending
International Experts Network (IEN)*	01.08.2015 - 01.08.2016	Pending
Member Since	01.07.2014	

The first page to open will be your account page where you can change your account name or password. Click on "**Name and Address**" to update your contact details.

View Edit Orders	
* Account * Name and Address	
Membership Service	e Team
Current password	
Enter your current password to ch	nange the <i>E-mail address</i> or <i>Password</i> . Request new password.
E-mail address *	
members@ises.org	
A valid e-mail address. All e-mails	from the system will be sent to this address. The e-mail address is not made public
A valid e-mail address. All e-mails be used if you wish to receive a ne	from the system will be sent to this address. The e-mail address is not made public ew password or wish to receive certain news or notifications by e-mail.
A valid e-mail address. All e-mails be used if you wish to receive a ne	from the system will be sent to this address. The e-mail address is not made public ew password or wish to receive certain news or notifications by e-mail.
A valid e-mail address. All e-mails be used if you wish to receive a ne Password	from the system will be sent to this address. The e-mail address is not made public ew password or wish to receive certain news or notifications by e-mail.
A valid e-mail address. All e-mails be used if you wish to receive a ne Password	from the system will be sent to this address. The e-mail address is not made public ew password or wish to receive certain news or notifications by e-mail. Password strength:



From here you can update your address, telephone number, areas of interest, etc.

* View *	Edit * Orders	A
* Account	Name and Address	K
Members	nip Service Team	
Name and Addre	255	
Title		
- None -	T	
First Name		
Membership		
Middle Name		
Last Name		
Service Team		
Gender		
- None -	×	

When you are finished updating your account, click on the "**Submit**" button at the bottom of the page:

Member Directory *			
Yes			
O No			
Organization Name	1		
Organization Abbreviation)		
	ł.		
Submit			



Click on "View" to exit your user profile and view the changes you saved:

* View Edit * Orders	
* Account * Name and Address	
Membership Service	Team
Current password	
Enter your current password to char	nge the E-mail address or Password. Request new password.
E-mail address *	
members@ises.org	
A valid e-mail address. All e-mails fro	om the system will be sent to this address. The e-mail address is not made public ar
be used if you wish to receive a new	password of wish to receive certain news of notifications by e-mail.
Password	
	Password strength:

Thank you for using the ISES Online Membership System. If you have any questions or require any assistance with your account, please contact <u>members@ises.org</u>.