

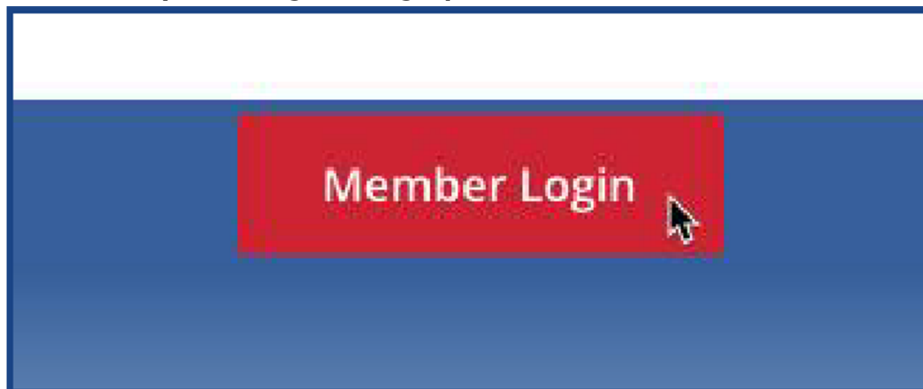


### How to log in:

- From the Emergency Health Services Medical First Responders homepage, (<https://ehsmfr.ca/>) click the "Member Login" button which is located at the top right of the page.



- This is where you will begin the login process.



The screenshot shows the EHS Medical First Responders login interface. At the top is the EHS logo with the text "Emergency Health Services" and "Medical First Responders". Below the logo, the text "Log in to begin your session" is displayed. There are two input fields: "Email" and "Password". A red "LOG IN" button is positioned below the password field. Below the button, there is a link "Forgot Password?" and two other links: "New Medical First Responder" and "Apply Now".

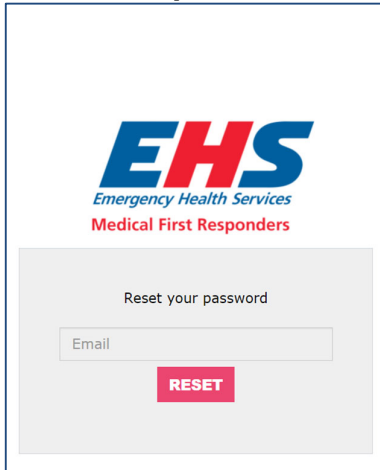
- To log into the database, you must first reset your password.
- To do so, click "Forgot Password?" which is located under the "LOG IN" button.

This screenshot is identical to the one above, but with a red arrow pointing to the "Forgot Password?" link, which is located directly below the "LOG IN" button.

- Once you click "Forgot Password?", you will be asked to enter your email address.
- Click on the box that reads "Email" and type in your email address.

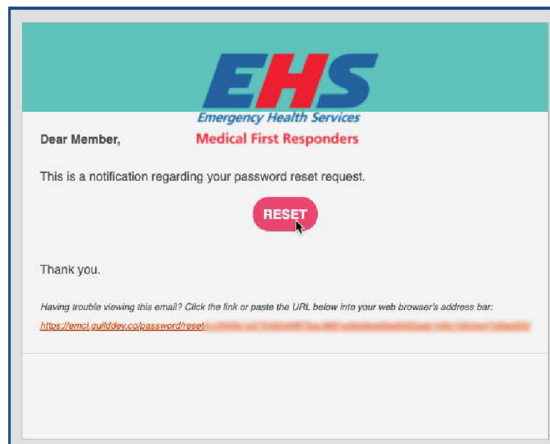
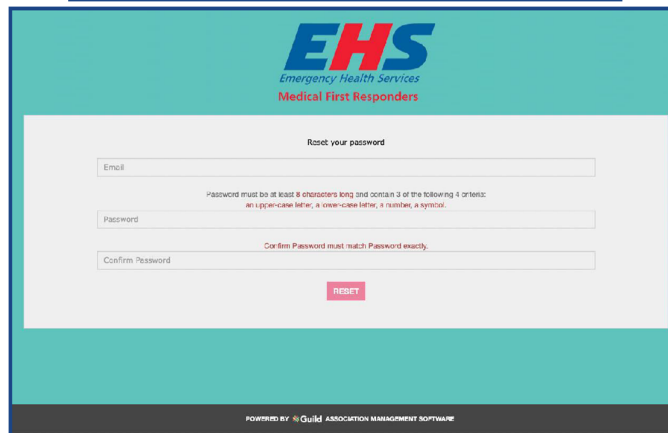
The screenshot shows the password reset interface. At the top is the EHS logo with the text "Emergency Health Services" and "Medical First Responders". Below the logo, the text "Reset your password" is displayed. There is a single input field labeled "Email" containing the text "j.walker@saorsagroup.ca". A red "RESET" button is positioned below the input field.

- Next, click the "RESET" button directly below.



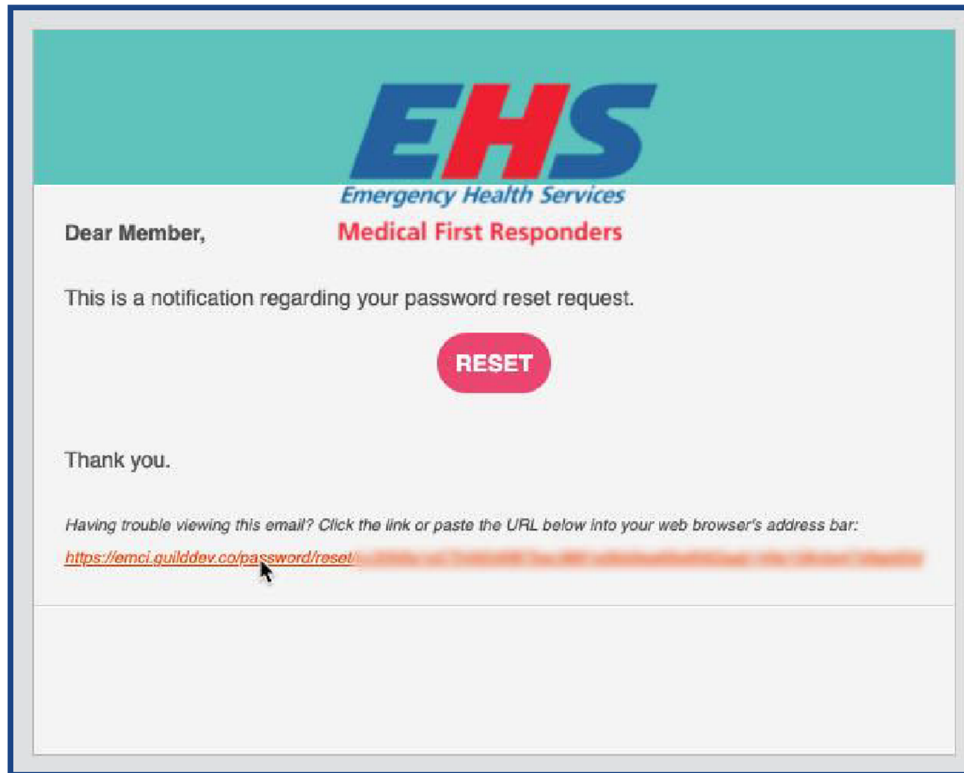
The screenshot shows the EHS logo at the top, followed by the text "Emergency Health Services" and "Medical First Responders". Below this is a light gray box containing the text "Reset your password". Inside this box is an "Email" input field and a red "RESET" button.

- Head over to your email inbox, and click on the email titled "Reset Password Notification".
- In this email is a button that reads "RESET".
- Click the button, and it will bring you the password reset page.

The screenshot shows the EHS password reset page. It has the EHS logo at the top. Below is a light gray box with the text "Reset your password". Inside this box are three input fields: "Email", "Password", and "Confirm Password". Below the "Password" field is a note: "Password must be at least 8 characters long and contain 3 of the following 4 criteria: an upper-case letter, a lower-case letter, a number, a symbol." Below the "Confirm Password" field is a red "RESET" button. At the bottom of the page, it says "POWERED BY: Guild ASSOCIATION MANAGEMENT SOFTWARE".

- If the button does not work, there is a link at the bottom of the email you can click or enter into your web browser's address bar.



- Click on the box that reads "Email" and type in your email address.

A web form titled "Reset your password". It contains three input fields: "Email" (with placeholder text "emailaddress@example.ca"), "Password", and "Confirm Password". Above the "Password" field, there is a red instruction: "Password must be at least 8 characters long and contain 3 of the following 4 criteria: an upper-case letter, a lower-case letter, a number, a symbol." Above the "Confirm Password" field, there is a red instruction: "Confirm Password must match Password exactly." A red "RESET" button is located below the input fields. At the bottom of the form, it says "POWERED BY Guild ASSOCIATION MANAGEMENT SOFTWARE".

- Click on the box that reads "Password" and enter a password.
- This password must be at least 8 characters long and contain 3 of the following 4 criteria: An upper-case letter, a lower-case letter, a number, and a symbol such as an exclamation point.

Reset your password

emailaddress@example.ca

Confirm Password must match Password exactly.

Confirm Password

RESET

POWERED BY Guild ASSOCIATION MANAGEMENT SOFTWARE

- Click on the box that reads "Confirm Password" and type in your password again.

Reset your password

emailaddress@example.ca

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RESET

POWERED BY Guild ASSOCIATION MANAGEMENT SOFTWARE

- Finally, click the "RESET" button directly below.

Reset your password

emailaddress@example.ca

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RESET

POWERED BY Guild ASSOCIATION MANAGEMENT SOFTWARE

- You should now be logged into the database.
- This new password along with your email address is what you will use to log in with in the future.

- **You can contact support at 1-866-558-3959 (Weekdays 9:00AM - 5:00PM) or by sending an email to [support@getguild.co](mailto:support@getguild.co).**
- **You can also contact them by typing in a title for your message in a text box under "Subject", and then typing in the details of what you need help within the text box under "Description".**
- **Next, click "Send" and a support team member will get back to you as soon as possible.**