Logging In
1. Go to https://ims.omeganulambda.org/login.cfm
2. Use the email address that you used when accepting the invitation to join and the password the system sent you when you joined.
   a. Don’t remember your password – click the forgot password link to have a new one emailed to you.

Complete your Profile
1. Choose My Profile from the menu

2. On the My Profile page, drop a photo into the Upload Photo box to upload a profile picture.

3. Click the Edit Social Networks to add links to your public social network profile so others can connect with you there.
4. Copy and paste links from your public social network profiles into the boxes.

5. Once you click **Save Social Networks** your profile will be updated to include links to the sites you specified.

6. Add any special skills you may have. Other users can search for people with similar skills or with skills they are seeking to improve to connect with. To add a skill, just begin typing the name of the skill in the **Add a skill** box.

As you type, skills will be suggested to you and you can choose the skill you want to add.
You can add as many skills as you wish and they will appear above the Add a Skill box as tags.

To remove a skill tag, just click the x in the top, right corner.

7. Add any interests you may have. Other users can search for people with similar interests to connect with. To add an interest, just begin typing the name of the interest in the Add an interest box.

As you type, interests will be suggested to you and you can choose the interest you want to add.

You can add as many interests as you wish and they will appear above the Add an Interest box as tags.

To remove an interest tag, just click the x in the top, right corner.
8. Set your Privacy Preferences by clicking the Preferences & Privacy tab and making any changes necessary.

![Preferences & Privacy interface](image)

**Write a Post**

1. When you first log-in you will be taken to your Activity Feed. You can always get back to your Activity Feed by clicking Activity Feed from the menu.

![Activity Feed menu](image)

2. From your activity feed, you can compose your own post in the What are you thinking about today box and clicking the Post your thought button.

![What are you thinking about today](image)

Followers will be notified by email that you have posted a thought and will be able to log-in and react to your post by either liking it or replying.
Connect with Others using the Member Directory

1. Choose **Member Directory** from the menu

2. On the **Member Directory** page you can use the **Search the Directory** box to find who you are looking for.

3. Expand the **Show Filters** button to search for people with specific skills or interest.

4. Results of your search will be displayed in the **Possible Connections** box that will appear after the search. You will see the profile card for any matches to the search and filter conditions.
5. Click on the profile card to view the person’s full profile, to message them, or to follow them by clicking the appropriate buttons.

6. You can also read and react to the person’s posts from their profile page.