



HOW TO REGISTER

An innovative, efficiency-enabling tool that networks our membership, myThetaChi is a chapter's communication portal and the go-to place for Theta Chi resources for undergraduates and alumni alike. With drag-and-drop technology, you can customize your myThetaChi dashboard, putting front and center the tools you use the most and the things that you want to see.

Just some of the benefits of your myThetaChi account include:

- The ability to update your member profile with the fraternity. You can easily amend your mailing address, phone number, email address, add a picture and even control your privacy settings.
- Easy access to connect with our membership through brother, chapter and alumni association searches.
- Auto-notification of activity such as new Theta Chi documents uploaded for your access, new polls or calendar events for you to see.
- Notification of Theta Chi announcements and news to keep you updated on alumni, chapter, and Fraternity accomplishments, as well as national events details.

Registration is quick and easy:

1. Visit www.thetachi.org
2. Click on the sign in for myThetaChi

The screenshot shows the Theta Chi Fraternity website homepage. At the top, there is a navigation menu with links for ABOUT, JOIN, FOUNDATION, ALUMNI, REAL ESTATE, THE RATTLE, RESOURCES, and STORE. Below the menu is a large banner image of a group of Theta Chi members posing with a large golden lion statue. The banner text reads "ALMA MATER" and "Whether in the classroom or the community, Theta Chis take pride in putting alma mater first." Below the banner are three main navigation buttons: "FIND A CHAPTER", "JOIN THETA CHI", and "CONTACT US". At the bottom, there is a "NEWS" section with two articles: "Statement regarding the tragedy at Fresno State" and "Headquarters is Hiring!". In the bottom right corner, there is a "WELCOME" banner with the myThetaChi logo and a prominent blue "SIGN IN" button. A red arrow points from this button to the "SIGN IN" step in the registration instructions above.



WELCOME! myΘX

username

.....

Forgot username/password?
Register for access
Questions?

SIGN IN

- OR -

f Connect

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3. Choose "Register for Access"

4. Select enrollment type of "Alumni Enrollment"

Vault
So your chapter can do more.

Embark
Taking fundraising further.

Compass
Membership in motion.

Establish Access myΘX

Alumni Enrollment

To establish access to myThetaChi please complete the following information. If you have questions or problems creating your myThetaChi account, please contact Theta Chi International Headquarters at (317) 824 - 1881.
myThetaChi is powered/supported by OmegaFi.

First Name *

Last Name



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First Name *

Last Name *

Username *

Password *

Confirm Password *

Confirm Your Identity

National Organization

Initiated Chapter

Identification Method (Choose one)

Initiate Year

Reference ID

Graduation Year

* *

* Denotes A Required Field

5. Complete the required fields of your first name, last name, desired username, desired password and duplicated password confirmation. Choose your Initiated chapter from the pull down menu. Finally, choose the Identification Method of your choice (Initiate year, Reference ID or Graduation Year) and fill in the space with the appropriate data.

Click "Register" when required fields are complete.

If any of the information that you submitted does not match that in the database, you'll receive the following message: **The individual you entered cannot be located or the Identification Method (Graduation Year, Initiation Year, or Reference ID) you chose does not match.**

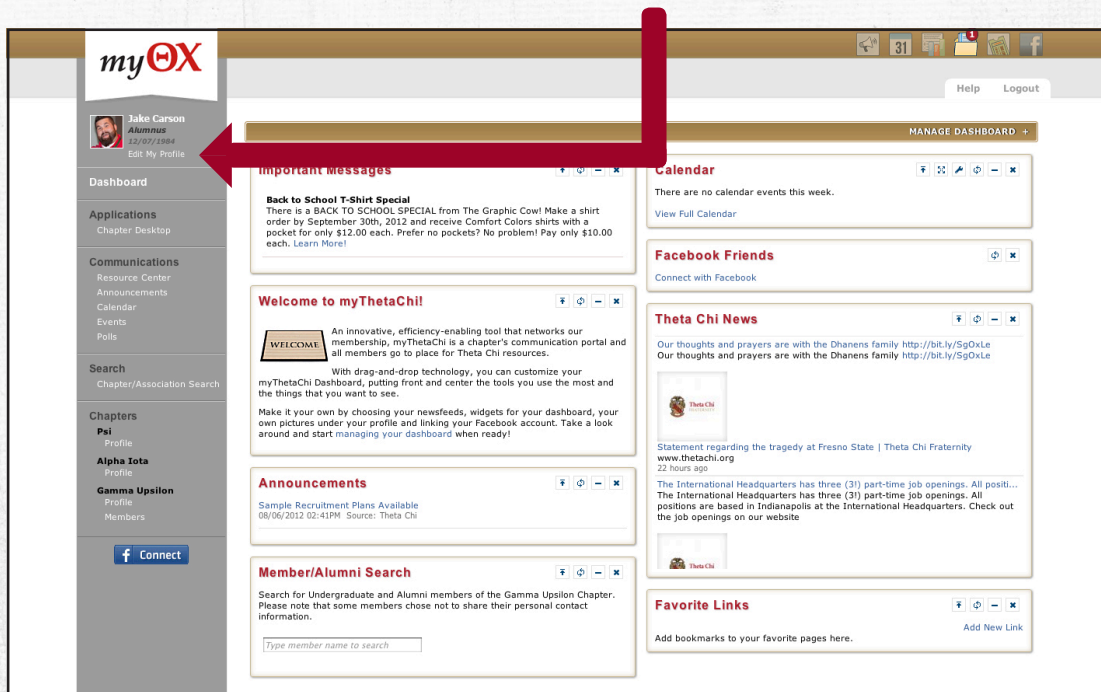
If you receive this message, please try using a different Identification method or contact International Headquarters to speak with a staff member who will gladly verify the information needed for registration. With questions, please contact Theta Chi International Headquarters at ihq@thetachi.org or 317-824-1881.



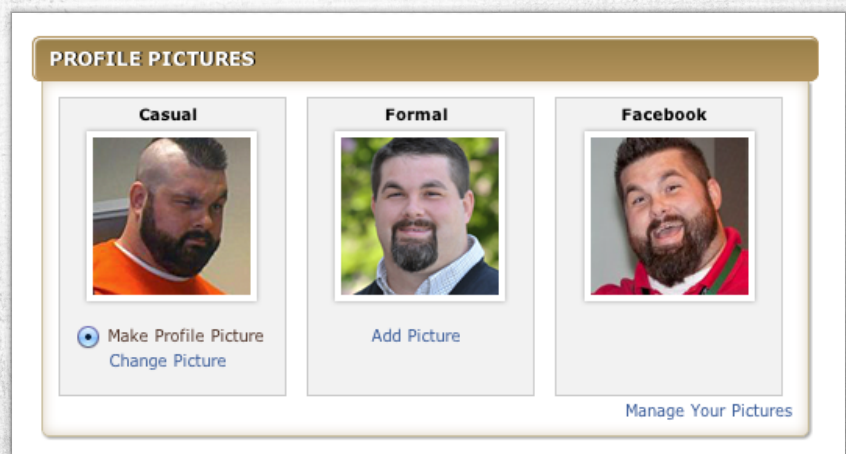
HOW TO EDIT YOUR PROFILE

Your myThetaChi provides lifetime access to the fraternity. This application gives you the ability to easily update your member profile online with just a few simple steps. You can amend your mailing address, phone number, email address, add a picture and even control your privacy settings.

1. Log into myThetaChi from thetachi.org using your username and password.
2. From your myThetaChi dashboard, click “Edit My Profile”.



3. You'll decide how you look in myThetaChi, in member searches & the Headquarters' database by managing your picture profile. You can upload a casual and/or formal picture, and connecting your account with Facebook will automatically load your FaceBook profile photo.





4. Click the “Edit” button with your “Personal Info” to update your login information to include username or the security questions that help to authenticate you. You’ll also be able to update any information we may have incorrect or missing in the database and control your privacy settings. You decide whether you would like to share your contact information on this brothers-only portal. If shared, your basic contact information will display on member/alumni search results.

| PERSONAL INFO | | EDIT |
|------------------------------------|---|------|
| User Name | Bucket826 | |
| First Name | Jacob | |
| Middle Name | P. | |
| Last Name | Carson | |
| Informal First Name | Jake | |
| Parents' Names | Mike & Karen | |
| Graduation Year | 2001 | |
| Initiation Date | 12/17/1997 | |
| Share Contact Information ⓘ | Yes | |
| Security Questions | Update your security questions. | |
| Chapter-Roster Number | 1111-082601 | |



5. You'll also find where you can add or delete existing home and work addresses, phone numbers, email addresses, career info and social networks.

| ADDRESSES | | | ADD |
|-----------|---|---------|--------|
| TYPE | ADDRESS | | |
| Home | 1340 Seventh Ave Columbus, GA 31901 USA | Primary | |
| Work | 826 Jones Ave Columbus, GA 31804 USA | | Delete |

| PHONE NUMBERS | | | ADD |
|---------------|----------------|---------|--------|
| TYPE | NUMBER | | |
| Home | (706) 555-1111 | | Delete |
| Mobile | (706) 555-0826 | Primary | |

| E-MAIL ADDRESSES | | | ADD |
|------------------|-----------------------|---------|--------|
| TYPE | ADDRESS | | |
| Home | jcarson1126@gmail.com | | Delete |
| Other | jjcpj@111126.net | Primary | |

| CAREER INFO | | ADD |
|---|--|-----|
| There is currently no career history for this individual. | | |

| SOCIAL NETWORKS | | | ADD |
|-----------------|------------|----------------------------------|-----|
| NETWORK | USERNAME | URL | |
| Twitter | @Bucket826 | http://www.twitter.com/Bucket826 | |

| FACEBOOK LINK | |
|---|--|
| There is no link to Facebook. Connect with Facebook | |

Keep in mind that myThetaChi is completely integrated with Theta Chi's national database, so updates to your account (for example, a new cell phone number) will be automatically shared with Headquarters - you won't have to update it anywhere else.

Please know that Theta Chi appreciates your interest and support and thanks you for staying connected! With questions, please contact International Headquarters at ihq@thetachi.org or 317-824-1881.