

HOW TO LOG INTO MEMBER SERVICES

At present there are *two* NSS logins, one for *restricted information* areas on caves.org that are available only to members, and one for the *membership database*, which is also members-only. This page explains how to use both. Use *Control+Click* below to learn how to access each:

[Restricted Areas](#) [Membership Data](#)

Restricted Areas These are the areas of our website (caves.org) to which access is restricted to active NSS members:

Business Pages

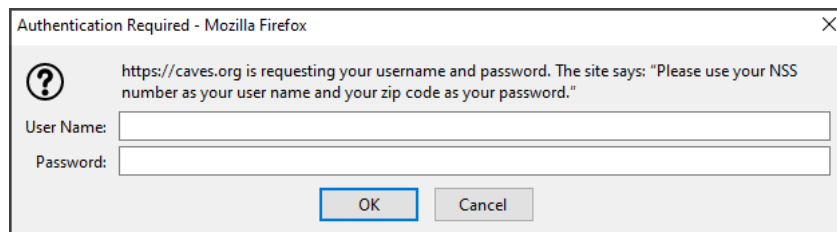
- Member Portal
- Current Personnel List
- Board of Governors (BoG) Manual
- BoG Minutes
- Officer Reports
- Financial Information

Publications Archives

- NSS News
- NSS Bulletin
- Journal of Cave & Karst Studies (JCKS)
- American Caving Accidents
- Speleo Digests
- Convention Guidebooks

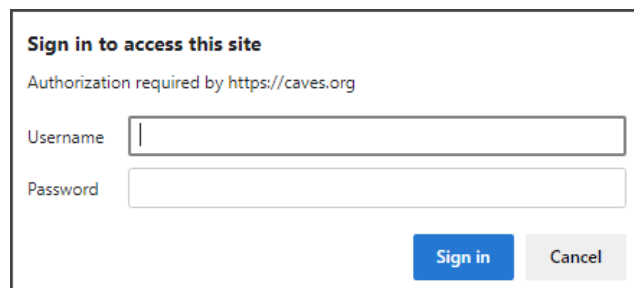
To log in, you must have your NSS number, and your five digit mailing address zip or postal code. When prompted to login, enter your NSS number as your user name, and your mailing address zip code as your password, example: 12345 / 54321.

If you attempt to access a restricted area (on the top menu bar, *Pubs Archives* or *Member Portal > Publications or Documents*) you will encounter a popup login box. Some browsers, e.g., Firefox will remind you what to enter:



The image shows a Firefox authentication dialog box titled "Authentication Required - Mozilla Firefox". It contains a question mark icon and the text: "https://caves.org is requesting your username and password. The site says: 'Please use your NSS number as your user name and your zip code as your password.'" Below this text are two input fields: "User Name:" and "Password:". At the bottom of the dialog are "OK" and "Cancel" buttons.

Other browsers may present a login box with no instructions, but you do the same thing – enter your NSS number as the User Name, and your zip code as the Password. Other countries should use their postal code, as prescribed, e.g., NP7 9NE – but only the first five digits, e.g., NP7_9 (without the underscore).



The image shows a generic login box titled "Sign in to access this site". It contains the text "Authorization required by https://caves.org". Below this text are two input fields: "Username" and "Password:". At the bottom of the box are "Sign in" and "Cancel" buttons.

Your access to this and all other restricted pages will remain for the duration of your browser session, and you'll be logged out when you close that window/tab.

Members are always welcome to call the NSS office and talk with Michelle Vaughn (Membership & Bookstore: bookstore@caves.org) or Christy Starr (Office Manager manager@caves.org), if you have any questions or need additional help. Michelle and Christy can be reached by phone at (256) 852-1300; or email nss@caves.org.

And if you need web help, contact [NSS IT/Web Support](#).



Your Membership (YM) is membership management software that contains our member database. It has an online interface that enables you to manage your NSS account. It also enables you to change your communication preferences, visit the NSS Bookstore, register for an event, or search for and message other members. All NSS members have an account on the YM site, which may be accessed via caves.org or the members.caves.org websites.

To access Your Membership via caves.org:

From the Home page, select “Login” on the top menu bar. From the drop down menu, click on “Log into NSS account”.



This brings you to the members.caves.org home screen. If this is your first time logging into YM, you will use a temporary default login. For user id (first block), enter “NSS” plus your NSS number, example: NSS12345. For the password (second block), enter your five-digit mailing address zip code, example: 12345. Members in other countries should use their postal code in the manner prescribed, example: NP7 9NE (where space is required). Click on SIGN IN.


MEMBER LOGIN


Welcome to the NSS' online membership area. Use this portal to access our publications and other member benefits.

First time here? Our login scheme has changed for this new site. Your username is the text "NSS" followed by your NSS number, and your password is your zip code. For example, a caver with number 1234 and zip code 90210 would login with username: "NSS1234" and password "90210". If that doesn't work, try using lower-case 'nss.' Still have questions? [Check out the FAQ](#)

Account Suspended? Please send an email to memberservices@caves.org with your NSS number and full name.

Sign in using your social profile

 Login with Facebook

 Login with LinkedIn

OR

Sign in using your credentials

Remember Me

Latest News [more](#)

There are currently no news items posted.

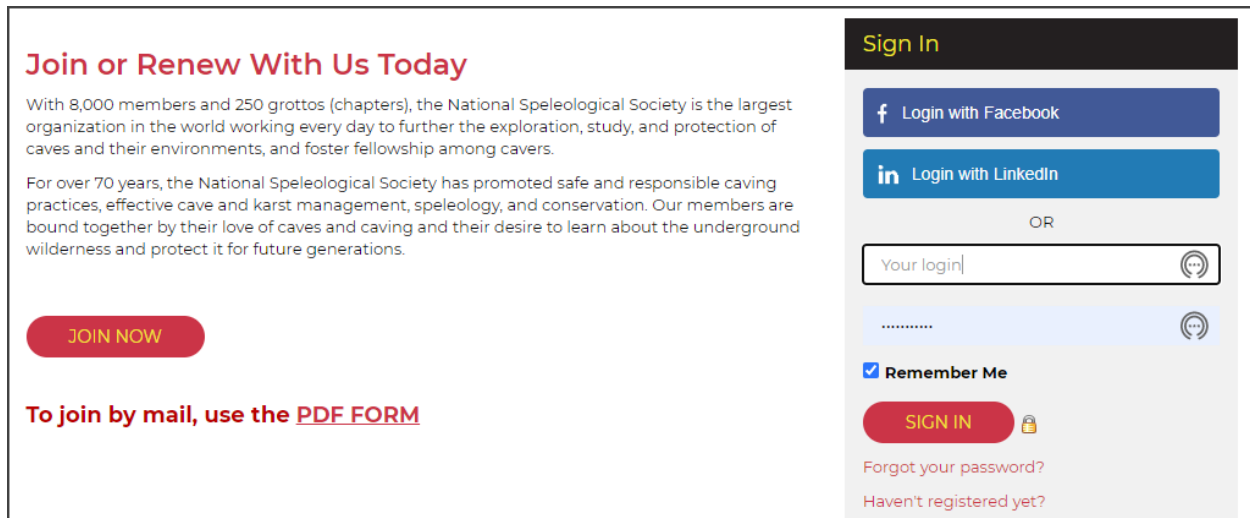
Calendar [more](#)

7/30/2020 » 8/3/2020
Rescue Technician: Cave I/II course, Pro-Board Certified, NFPA 1006

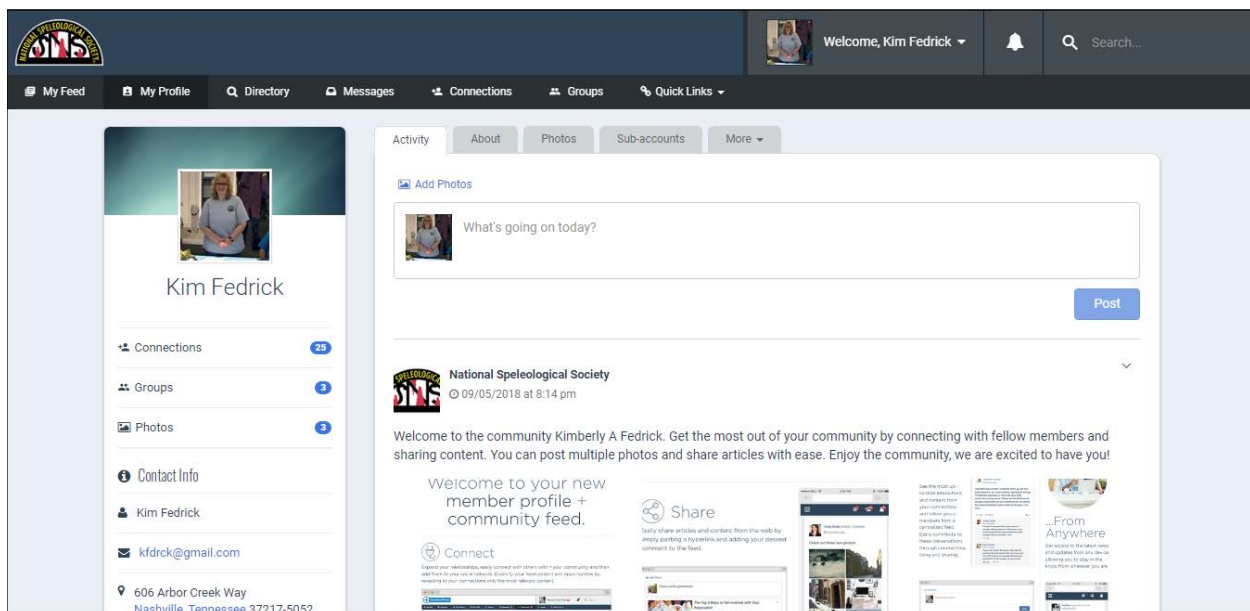
8/17/2020 » 8/20/2020
UNESCO Karst 2020-ONLINE Meeting via Zoom. For more info <https://unescokarst2020.com>

Online Surveys

Thereafter, the home screen will look like this. Simply log in with your new credentials.



Next, YM will prompt you to change your password. Be sure to change your password to something only you know, to keep your personal information protected. Once you have changed your password, you will arrive at your profile page.



In **My Feed**, you can make comments, receive messages from other members, and see pictures you have posted.

In **My Profile**, you see your information that is in the NSS database and can update it. **Activity** shows things you have posted recently. **About** is your database info. Please add a head and shoulders photo so that you'll be recognized. It's important to update your personal information changes as they occur, as this will update the NSS database. Your profile will remind you when your NSS Membership is due, and give you the option to renew several months in advance, so you won't forget. Please note for any payment option changes, such as auto-renewal, you still need to contact the business office by calling 256-852-1300 or emailing manager@caves.org.

Directory enables you to search the active member database for any name, internal organization, or location. It's a fantastic resource. In your Profile, you can limit the amount of information others can see.

Messages allows you to exchange message and photos with other members.

Connections let you build an addressbook of members you know and 'connect' with.

Groups allows you to connect and communicate with internal organizations you belong to.

Quick Links connects you to FAQs, recent publications, and recent business documents.

Under your **Welcome Name** at upper right, you can go directly to your profile, access any open invoices or event registrations, see your donation history, print your membership card, and upgrade your membership.

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