

# How to Create a username and Password for Camp Masters popcorn System (instead of using sign-on link to get in).

The screenshot shows the Camp Masters dashboard. In the top right corner, the user's name 'Beth Bush' is displayed next to a download icon and is circled in red. A large yellow arrow points from the bottom right towards this name. The dashboard content includes a search bar with '2021 Fall Popcorn Sale', a 'To Do' list with '5 Unit Orders Pending Approval', and a section for 'Early Show and Sell' with due dates for unit orders (7/31/21) and council orders (8/3/21).

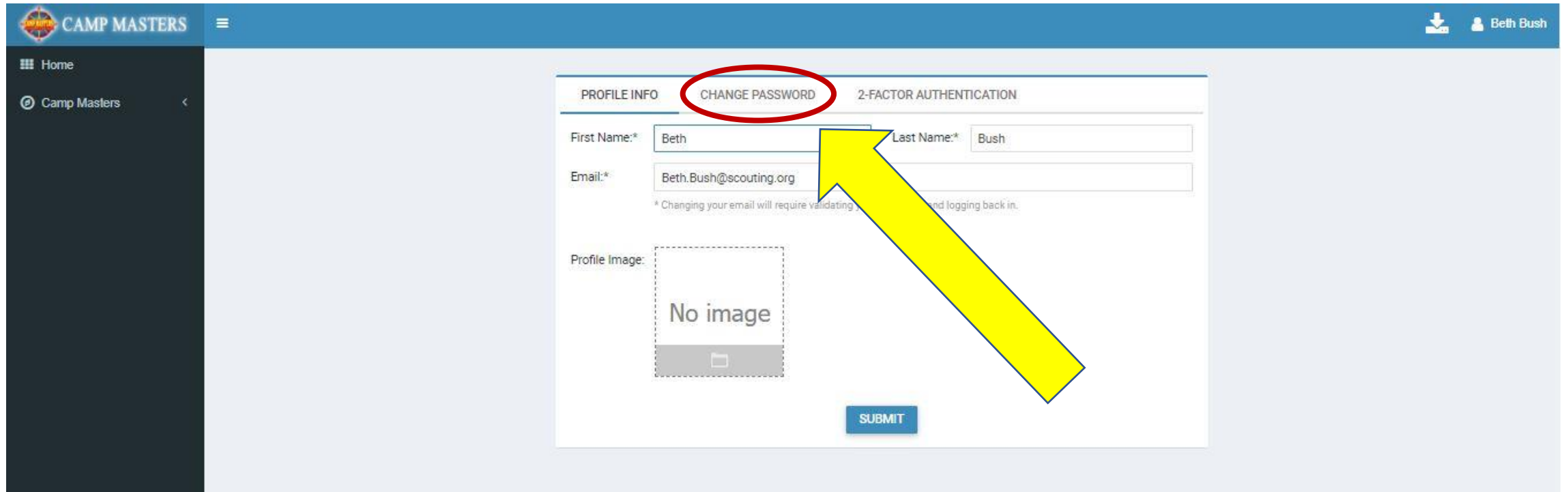
Click on your name in top right corner of the page.

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The screenshot shows the Camp Masters dashboard. The top navigation bar is blue with the 'CAMP MASTERS' logo on the left and a user profile for 'Beth Bush' on the right. The main content area is white and displays a 'Dashboard' for the '2021 Fall Popcorn Sale'. It includes a 'To Do' section with '5 Unit Orders Pending Approval', a 'Links' section with 'Manage Council Information', and an 'Early Show and Sell' section with 'View Product Listing', '3 of 86 Unit(s) Committed', and '3 of 86 Unit(s) Placed an Order'. A red circle highlights the 'Account' button in the top right corner, and a large yellow arrow points from the bottom right towards it.

Once open, click on ACCOUNT.

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The screenshot shows the Camp Masters user interface. The top navigation bar includes the Camp Masters logo, a hamburger menu icon, and the user's name 'Beth Bush' with a download icon. A dark sidebar on the left contains 'Home' and 'Camp Masters' links. The main content area displays a profile form with three tabs: 'PROFILE INFO', 'CHANGE PASSWORD', and '2-FACTOR AUTHENTICATION'. The 'CHANGE PASSWORD' tab is circled in red. A large yellow arrow points to this tab. The form fields are: 'First Name:\*' (Beth), 'Last Name:\*' (Bush), and 'Email:\*' (Beth.Bush@scouting.org). A note below the email field states: '\* Changing your email will require validating your email address and logging back in.' There is a 'Profile Image' section with a dashed box containing 'No image' and a camera icon. A blue 'SUBMIT' button is at the bottom right of the form.

Once new window opens, click on CHANGE PASSWORD.

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Click on FORGOT YOUR PASSWORD. You will then receive an email with a link to change your password (even if you have never had one before). This will create one for you. You will then be able to LOGIN from the “APP” or from the link. Use your email address as your username.

PROFILE INFO    CHANGE PASSWORD    2-FACTOR AUTHENTICATION

Your current password expires on 5/21/41 12:29 PM.

Current Password:\*

New Password:\*

Confirm New Password:\*

[SUBMIT](#)

[Forgot your password?](#)

**REQUIREMENTS**

- \*Password must be different than your current password.
- \*Password must be at least 8 characters.
- \*Password must have at least one non letter or digit character.
- \*Password must have at least one digit ('0' - '9').
- \*Password must have at least one uppercase ('A' - 'Z').