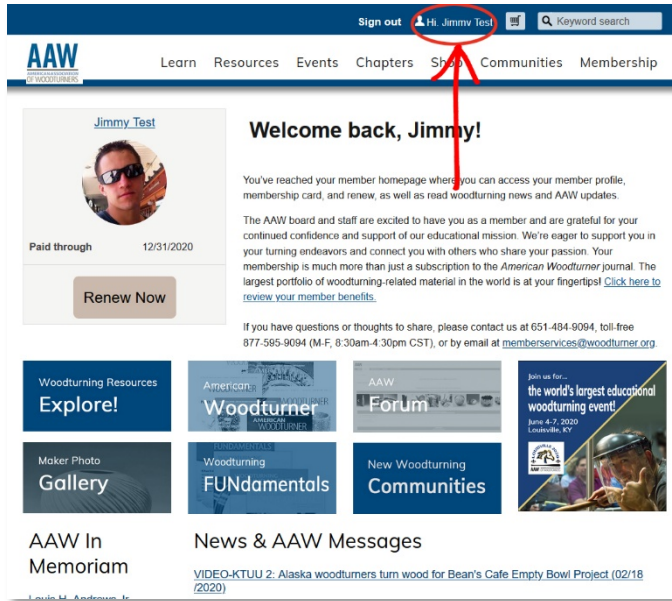


AAW DEMONSTRATOR PROFILE INSTRUCTIONS

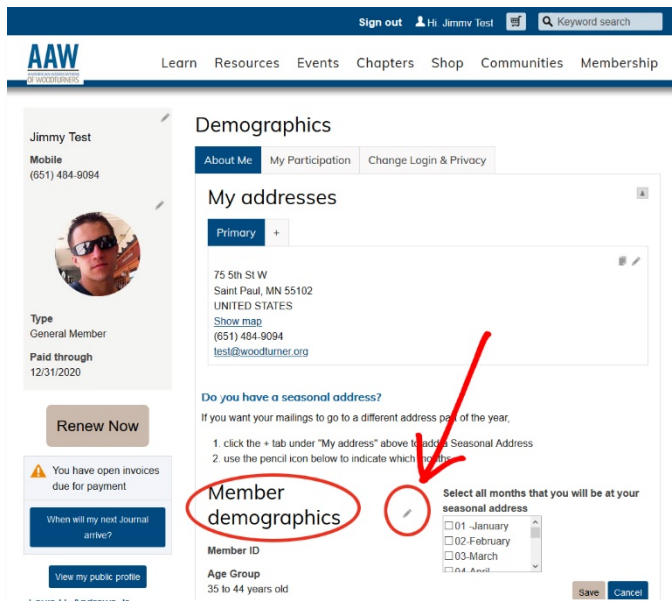
Sign in to the AAW website at woodturner.org.

In the blue section at the top of your screen, click on your name.

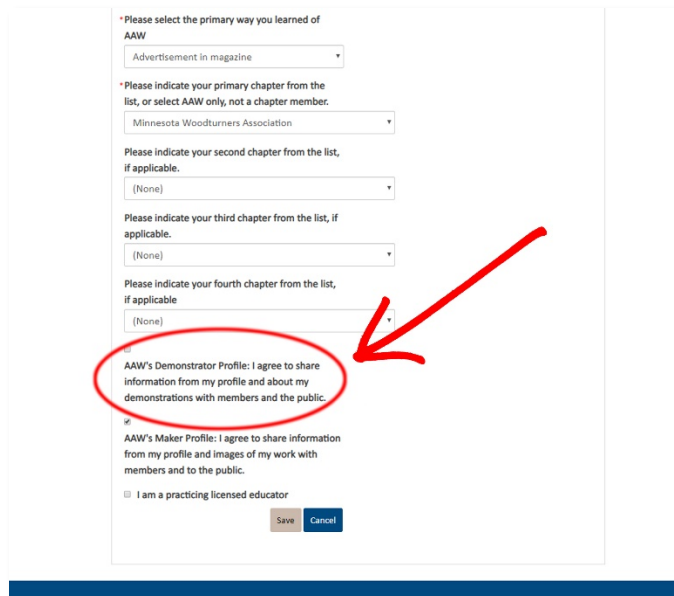


Next, your Member Profile will be displayed.

Scroll down to “Member Demographics” and click the pencil icon to the right.



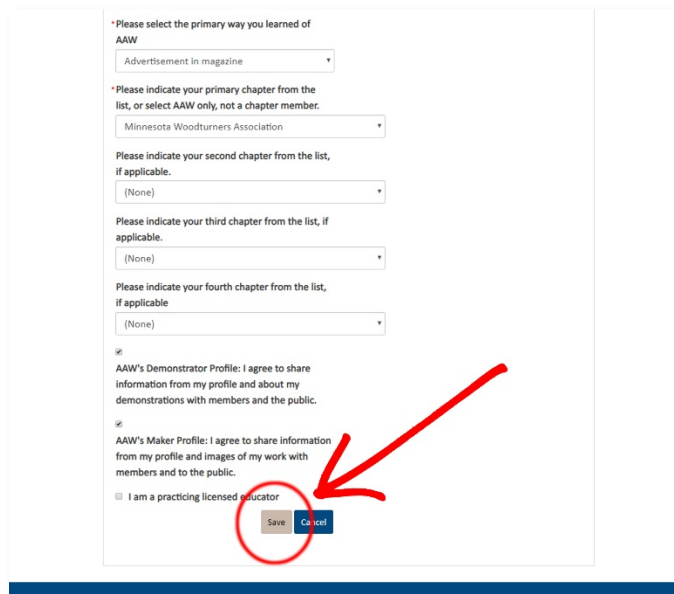
Scroll down (almost to the bottom of the page) where it says “AAW’s Demonstrator Profile...” and check the corresponding box above.



This screenshot shows a web form for the AAW (American Association of Woodturners) profile. The form includes several dropdown menus for selecting the primary way learned of AAW, the primary chapter, and subsequent chapters. At the bottom, there are three checkboxes: "AAW's Demonstrator Profile: I agree to share information from my profile and about my demonstrations with members and the public.", "AAW's Maker Profile: I agree to share information from my profile and images of my work with members and to the public.", and "I am a practicing licensed educator". The first checkbox is circled in red, and a red arrow points to it from the right. Below the checkboxes are "Save" and "Cancel" buttons.

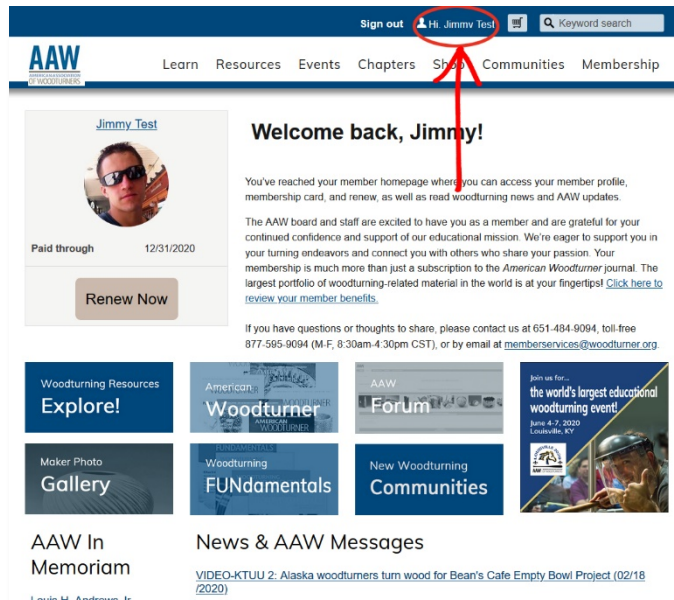
Click the “Save” button.

This will enable a special “Demonstrator” tab on your member profile.



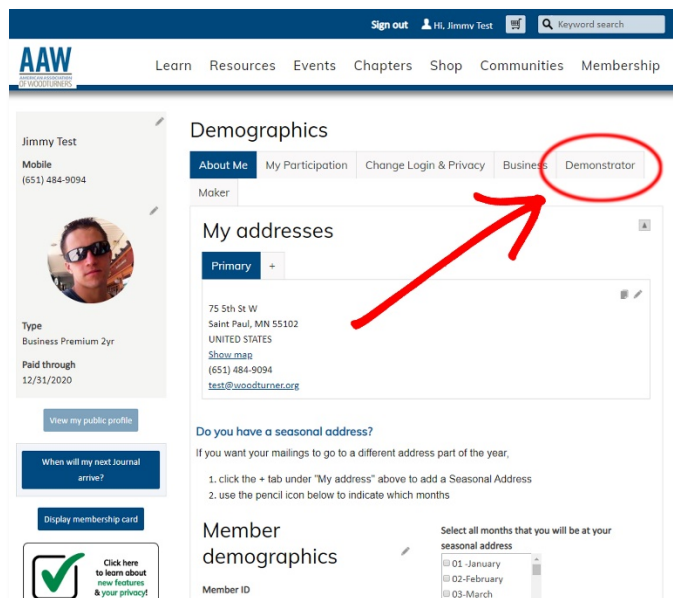
This screenshot shows the same AAW profile form as the previous one. In this view, the "AAW's Demonstrator Profile" checkbox is checked. A red circle is drawn around the "Save" button, and a red arrow points to it from the right. The "Cancel" button is also visible next to it.

To access the new “Demonstrator” tab, refresh your browser and click your name in the blue section at the top of your screen again.



A new “Demonstrator” tab should be displayed (in addition to other tabs: “About Me,” “My Participation,” and “Change Login & Privacy”).

The Demonstrator tab may take up to five minutes to update and display.



Next, click the “Demonstrator” tab.

Complete your “Demonstrator Profile” information by checking the appropriate boxes for “Demonstrator Level,” “Specialties,” and “Demonstration Topics” (required).

You may also optionally check boxes for “Teaching Venue,” select the “Hands-on” group size from the dropdown menu, select “Fee” from the dropdown menu, check the box for “My presentation includes a power point,” and upload a “Biography” (doc, docx, and pdf formats only).

Important: Click the “Save” button to update your record.

The screenshot shows the AAW website's Demonstrator profile page for a user named Jimmy Test. The page has a blue header with navigation links: Learn, Resources, Events, Chapters, Shop, Communities, and Membership. The user's profile information is on the left, including a photo, name, mobile number, and membership details. The main form area is titled "Demonstrator Information" and contains several sections:

- Demographics:** Includes tabs for About Me, My Participation, Change Login & Privacy, Business, and Demonstrator.
- Demonstrator Level:** A required section with checkboxes for AAW International symposia, Interactive Remote Demo by Internet, Local demonstrations, Regional demonstrations, and Local demonstration (undefined).
- Specialties:** A required section with a dropdown menu showing Architectural woodturning, Bowl, Boxes, and Carvings.
- Demonstration topics:** A required section with a text area containing placeholder text.
- Hands-on:** An optional section with a dropdown menu showing 5 to 8 (undefined).
- Fee:** An optional section with a dropdown menu showing Greater than \$500.
- My presentation includes a power point:** An optional checkbox.
- Biography:** An optional section with a file upload button and a note that the maximum file size allowed is 100.77 KB.

Red annotations highlight the required sections (Demonstrator Level, Specialties, and Demonstration topics) and the optional sections (Hands-on, Fee, and My presentation includes a power point). A red arrow points to the "Save" button at the bottom right of the form.

Once saved, your Demonstrator information may take up to five minutes to update and display in the Demonstrator Directory.

Questions?

We expect you may have questions and are happy to help. If you need assistance, you may contact us by phone Monday through Friday, 8:30 a.m. to 4:30 p.m. (CST) at 877-595-9094 (toll free U.S.) or 651-484-9094 or email us at memberservices@woodturner.org.