## **GUIDELINES FOR REGISTRATION AND LOGIN TO FGEHA MEMBERS PORTAL**

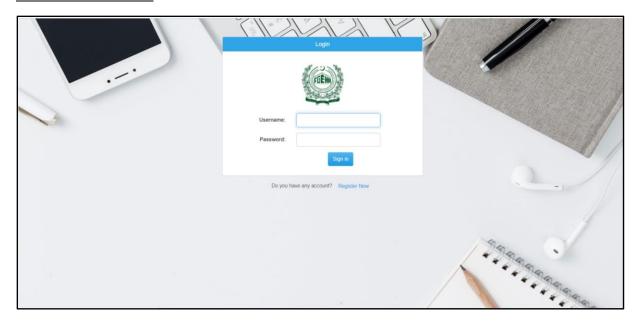
#### **LOGIN PROCESS FOR A NEW MEMBER**

- 1. Click on "REGISTER NOW" for first time login.
- 2. Enter your registration information
  - a. Enter "CNIC NO" with dashes like 6110188882233
  - b. Enter "PASSWORD" at least 8 characters
  - c. Enter your "NAME"
  - d. Enter "EMAIL" Address
  - e. Enter your "MOBILE NO" with country code like for Pakistan enter +923331112277
- 3. Click on button "REGISTER"
- 4. An email sent to your email address that can be available in your INBOX or SPAM/JUNK folder.
- 5. Open the link provided in the email and then press the button "PROCEED TO LOGIN PAGE"
- 6. Enter your "PASSWORD" and press "SIGN IN" button.
- 7. Now you will get an SMS containing an OTP code no in digits on your provided Mobile number. Enter the digits and press "VERIFY" button.

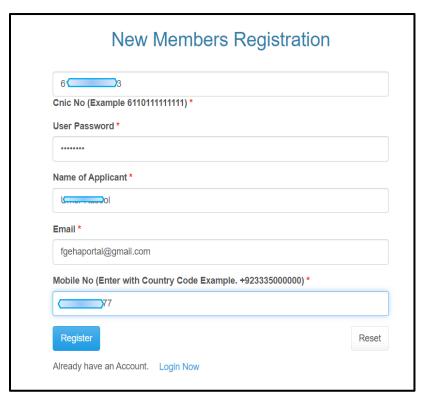
#### **LOGIN PROCESS FOR ALREADY REGISTERED MEMBERS**

- 1. Enter your "USERNAME" and "PASSWORD".
- 2. Now you will get an SMS containing an OTP code no in digits on your provided Mobile number. Enter the digits and press "VERIFY" button.

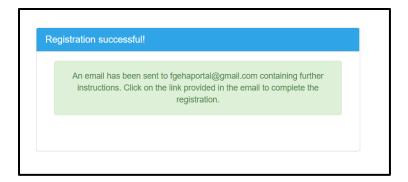
# 1. LOGIN SCREEN



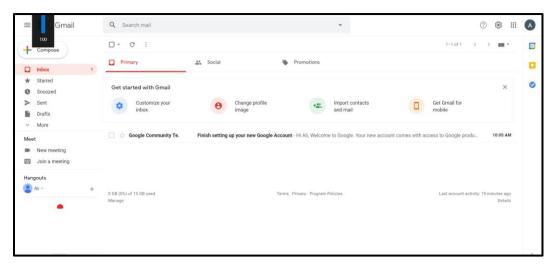
# 2. NEW MEMBERS REGISTRATION



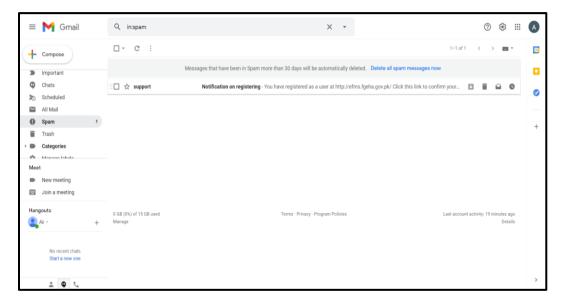
#### 3. EMAIL NOTIFICATION ON SUCCESSFUL REGISTRATION



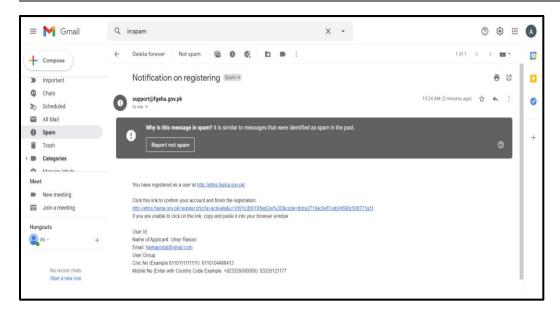
# 4. EMAIL ACCOUNT



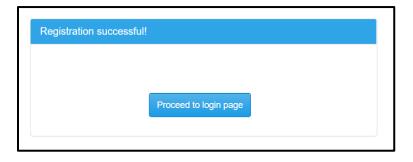
## 5. CHECK YOUR SPAM/JUNK MAILS



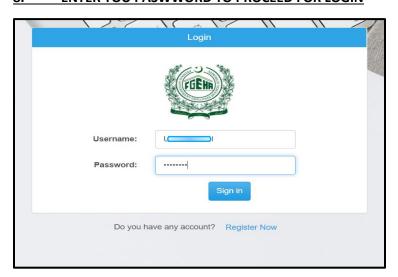
# 6. CLICK ON THE LINK GIVEN UNDER CONFIRM YOU ACCOUNT AND FINISH THE REGISTRATION



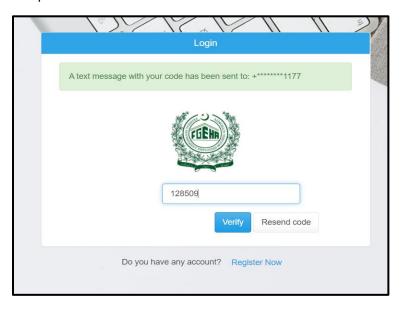
#### 7. CLICK ON PROCEED TO LOGIN PAGE – COMPLETE THE REGISTRATION



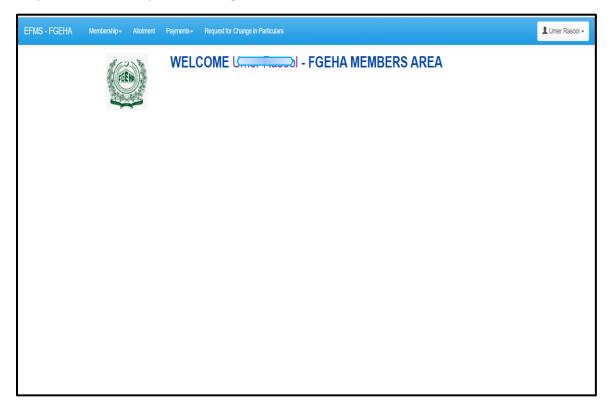
#### 8. ENTER YOU PASWWORD TO PROCEED FOR LOGIN



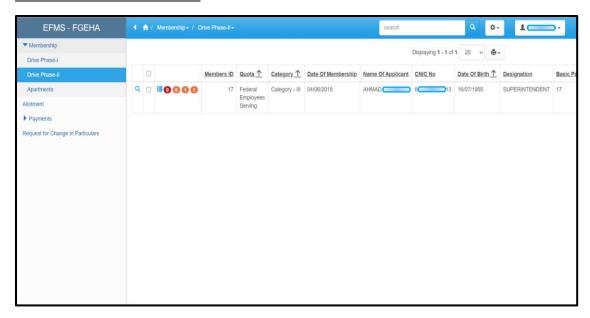
9. OTP (One Time Password) in digits shall receive on your mobile number. Enter the code received and press "VERIFY" button.



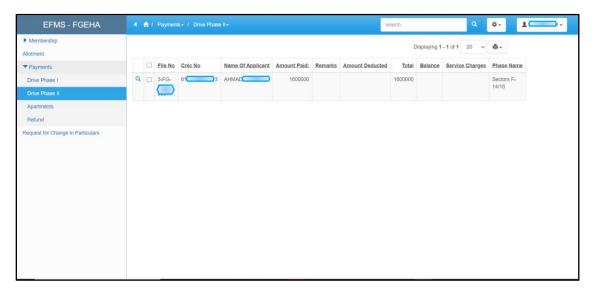
10. Now Members own login area/dashboard will show that includes Membership/Allotment /Payments & send Request for change in Particulars.



# 11. MEMBERSHIP DETAILS



#### 12. PAYMENTS DETAILS



## 13. Change of Password.

