



AFS Membership Renewal – Guidance Document

NEW FOR 2024: You Must Opt-In to Receive *Fisheries* Magazine in the Mail!

**Also: Take this opportunity to update your Contact Information and Demographics!
Consider joining an AFS Section!**

In an effort to reduce our carbon footprint, *Fisheries* magazine is going green. When you renew your membership this year, you must **OPT-IN to receive *FISHERIES* magazine in the mail**. To opt in, check the OPT-IN box in your account profile **Preferences** – some records may already indicate a check – in these cases, there is no need to make any changes. There is no extra charge to get it in the mail – it is one of your membership benefits.

If you choose to access *Fisheries* ONLINE ONLY, **leave the box unchecked**. You can also email membership@fisheries.org and we will update your preferences for you. You can also make this change at any time when you renew or by logging into your AFS account.

How to **Opt-In** to receive *Fisheries* magazine:

- 1) From the new AFS homepage, www.fisheries.org, log in to your AFS account.



Latest News | Design | Give to Fisheries on Giving Tuesday | New Journal Design | Give to Fisheries on

Search here...

Donate

Login

LOGIN

Username
jtrout@likestofish.com

Password

Keep me signed in

SIGN IN

- 2) Your account should open in your About tab; if not, navigate to your About tab. Under “Preferences,” click on the little box next to “Opt-In to Receive *Fisheries* – Check here to receive Fisheries in the mail.” This is also a great opportunity to update all of your contact information and demographics.

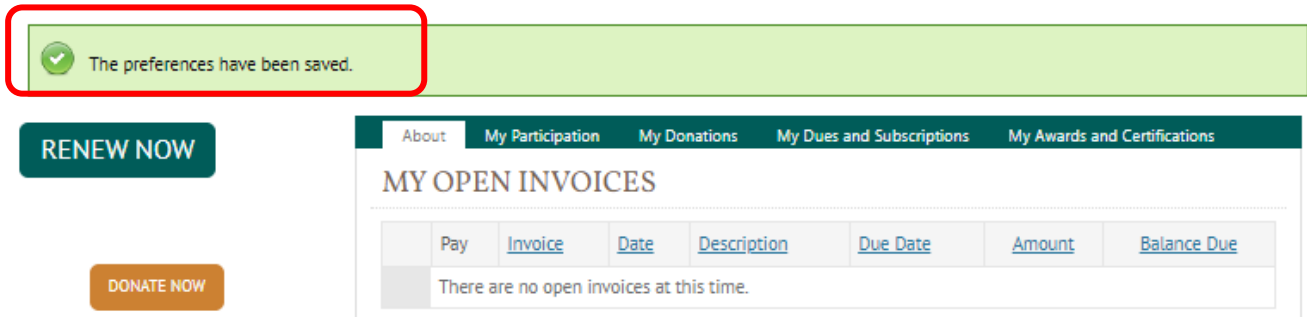
The screenshot displays the Fisheries membership portal interface. At the top, a navigation bar includes 'About', 'My Participation', 'My Donations', 'My Dues and Subscriptions', and 'My Awards and Certifications'. The 'About' tab is highlighted with a red circle. Below the navigation bar, the 'MY OPEN INVOICES' section shows a table with columns for Pay, Invoice, Date, Description, Due Date, Amount, and Balance Due, with a message stating 'There are no open invoices at this time.' A red warning message below this section reads: 'After making changes on this page, please make sure to click the Save button in the bottom right corner of the page to insure your information is updated.' The 'PERSONAL DETAILS' section includes fields for Division (Southern Division), Email (jtrout@fisheries.org), Work Phone ((555) 555-1234), Work Position Title (Fish Biologist), and Mobile Phone ((555) 555-1870). The 'ADDRESSES' section shows a 'Main' address: 1234 Trout Lane, Bethesda, MD 20816, United States, with a 'Show map' link and phone number (555) 555-5555. The 'EDIT PASSWORD' section has a 'Change password' link. The 'PREFERENCES' section, highlighted with a red box, contains three options: 'OPT-IN to receive Fisheries - Check here to receive Fisheries in the mail' (checked), 'Exclude my name from Directory' (unchecked), and 'Do not share my name' (unchecked). A 'Special code' field is also present. On the left side, there is a 'RENEW NOW' button, a 'DONATE NOW' button, a warning message about membership expiration, and a profile card for Jane Trout with a 'PUBLIC PROFILE' button.

- 3) Once you are finished making your changes, scroll to the bottom of the page and click the green Save button on the bottom left of the page to **save your contact information changes and Preferences**.

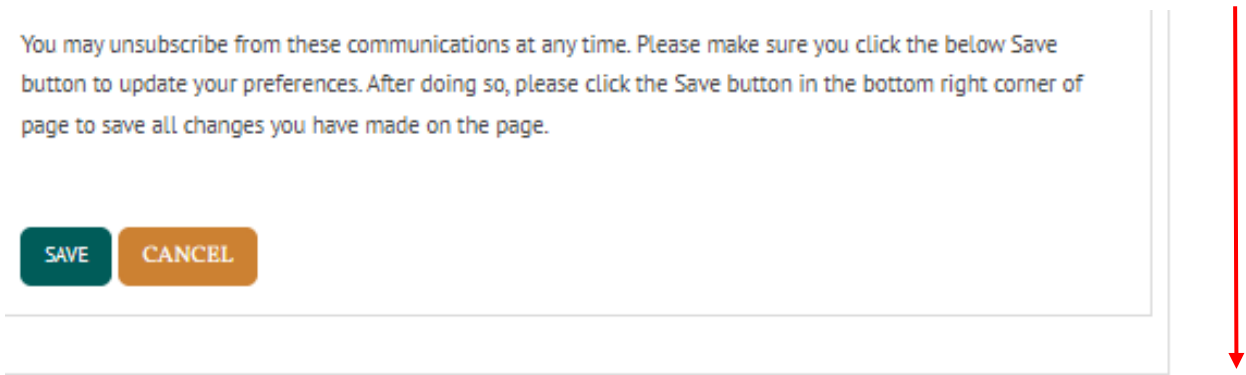
You may unsubscribe from these communications at any time. Please make sure you click the below Save button to update your preferences. After doing so, please click the Save button in the bottom right corner of page to save all changes you have made on the page.



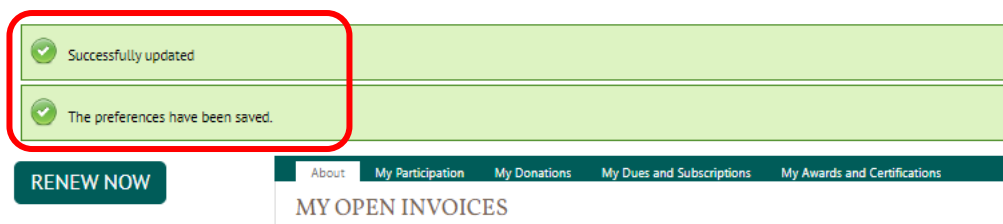
Once you've clicked the Save button, you will be taken back to the top of the page; you should see the message that says your preferences have been saved.



- 4) Once you are at the top of the page, scroll back to the bottom of the page and click the green SAVE button at the bottom right to lock in ALL of your changes.



Congrats! You have opted-in to receive *Fisheries* magazine in the mail!



Another way to opt-in to *Fisheries* during the renewal process:

- 1) Once you log in to your account, click on the RENEW NOW button.



Pay	Invoice	Date	Description	Due Date	Amount	Balance Due
There are no open invoices at this time.						

- 2) The next screen will show you all of your dues subscriptions. Under “Subscriptions and Journals,” click on the little button next to “Fisheries Magazine.”

EARLY CAREER PROFESSIONAL

Dues Activity

Item	Unit Price	Quantity	Amount
<input checked="" type="checkbox"/> Early Career Membership Dues	55.00	1	55.00

Chapters

Item	Unit Price	Quantity	Amount
<input checked="" type="checkbox"/> Atlantic International Chapter	5.00	1	5.00
<input checked="" type="checkbox"/> Potomac Chapter	5.00	1	5.00

Subscriptions and Journals

Item	Unit Price	Quantity	Amount
<input checked="" type="checkbox"/> Online Journals Package	0.00	1	0.00
<input checked="" type="checkbox"/> Fisheries Magazine	0.00	1	0.00

- 3) This is also a great opportunity to add any Sections you may be interested in.

Optional Sections

Item	Unit Price	Quantity	Amount
<input checked="" type="checkbox"/> Student and Early Career Subsect of Edu	0.00	1	0.00
<input checked="" type="checkbox"/> Bioengineering Section	10.00	1	10.00
<input type="checkbox"/> Canadian Aquatic Resources Section	10.00	0	0.00
<input type="checkbox"/> Coop Research w/ Stakeholders	5.00	0	0.00
<input type="checkbox"/> Education Section	5.00	0	0.00
<input checked="" type="checkbox"/> Early Life History Section	15.00	1	15.00

- 4) Once you are done checking any dues subscriptions you may want added to your account, scroll to the bottom and click on “Update Cart.”



PROCEED TO CHECKOUT

Once you are in your Cart, you should see a line for any adjustments (additions) to your dues subscriptions. This line is non-descript; \$0.00 will be added for opting in to Fisheries and any subscriptions added that involve a charge will show the amount here.

ITEMS

Item	Quantity	Price	Total	
Adjustments for invoice: Renewal Fees - Jane Trout	1	25.00	25.00	Remove

UPDATE

Enter your payment details and you are done!!

PAYMENT DETAILS

Payment amount 90.00

Payment method American Express ▼

*Card number

*Name on card Jane Trout

*Expiration date 01 ▼ 2023 ▼

*CSC

Remember, you can also email membership@fisheries.org and we can opt you in to receive *Fisheries* magazine in the mail for you or. Simply put “Opt-in to Fisheries” in the subject and we’ll take care of the rest! If you only want to access the magazine online, but are unsure of your preferences, we can help you with that, too. 😊

Note: If you have opted in to receive *Fisheries* under your Preferences, do not be alarmed if it is not checked under “Journals and Subscriptions.” This simply gives you *another chance* to opt in to *Fisheries* – as long as it is checked in Preferences, you are set and opted in to receive *Fisheries* in the mail.

If you need ANY assistance at all with renewing your membership, opting in to Fisheries, logging in to your account, updating your preferences or contact information, adding a Section, the Membership Team is here to help you!

Simply email Kelly and Mia at:

[membership@fisheries.org!](mailto:membership@fisheries.org)

