

# Educators Rising Membership Portal

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## Student Sign Up + Next Steps

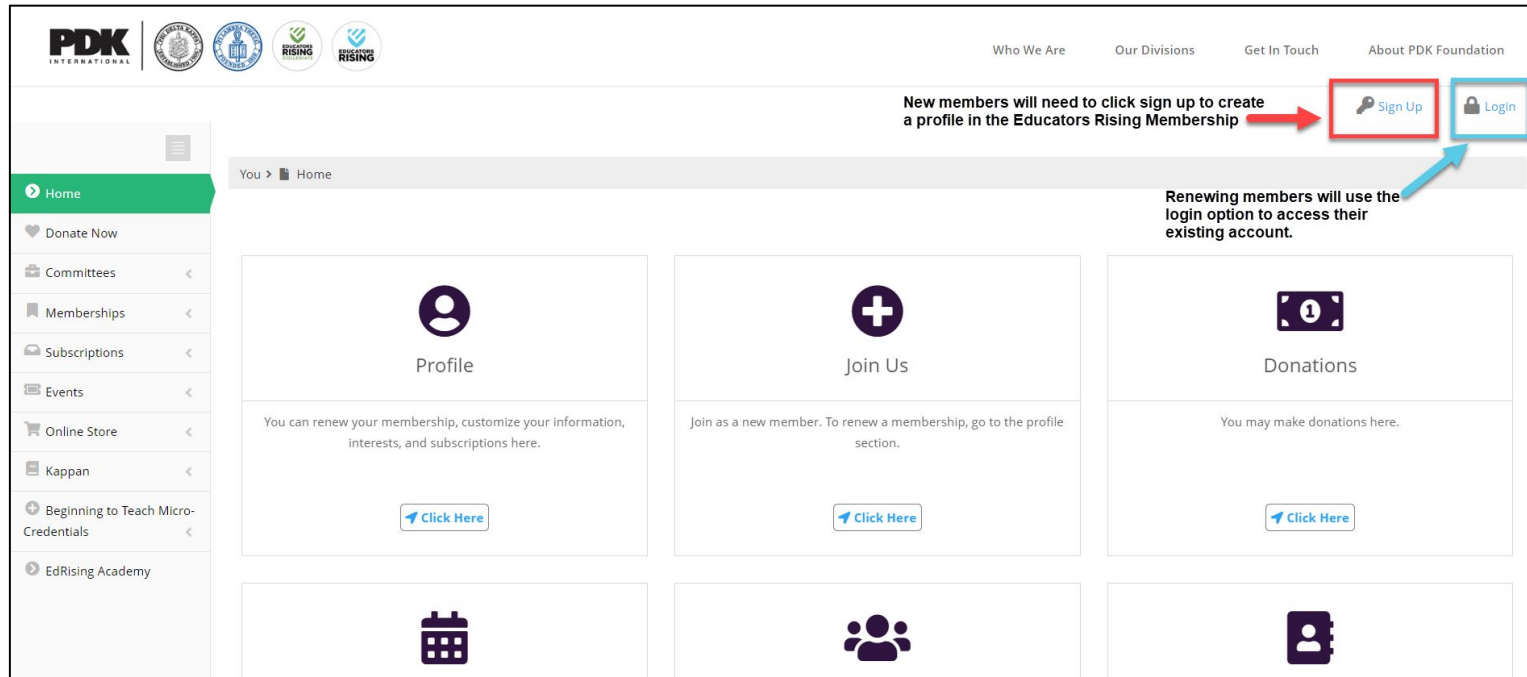


**EDUCATORS  
RISING**

An abstract background featuring a complex pattern of overlapping, semi-transparent blue geometric shapes, including rectangles and triangles, creating a sense of depth and movement.

**Join As A New Member: Students**

# Create a profile in the Membership Portal



Go to:

<https://members.pdkintl.org/?reload=timezone>

In the top right-hand corner, select:  
“Sign Up”.

# Create your login

Create an Account  
Enter your information below to sign up.

|                       |  |
|-----------------------|--|
| Prefix:               | <input type="text" value="Prefix"/>                |
| First Name: *         | <input type="text" value="Ruger"/>                 |
| Middle Name:          | <input type="text" value="Middle Name"/>           |
| Last Name: *          | <input type="text" value="Mintier"/>               |
| Suffix:               | <input type="text" value="Suffix"/>                |
| Preferred First Name: | <input type="text" value="Preferred First Name"/>  |
| Title:                | <input type="text" value="Title"/>                 |
| Email Address: *      | <input type="text" value="rdmintier@pdkintl.org"/> |
| Password: *           | <input type="password" value="....."/>             |
| Confirm Password: *   | <input type="password" value="....."/>             |

Already have an account? [Login to your account.](#)

Create Account

Enter your information in all the required fields. These fields are marked with a red asterisk (\*).

## You need to enter:

First Name

Last Name

Email Address

Password

Confirm Password

Note: You can create your own password or us **Password1**.

# We want to stay connected



Additional Information.

Facebook:

Instagram:

LinkedIn:

Twitter:

[Continue](#)

Help us keep you updated on events, opportunities, and upcoming deadlines.

Share your social media handles with us!

You can also just select **“Continue”** without filling this out.

# Connect to your school's chapter

## Your Primary Organization

Which of the following is your school or organization? For students, select the school from the list that matches your teacher to be attached to the school's chapter. (If you do not see your school/organization listed, please contact us to have it added.)

Please enter the name of your school or organization below. For students, select the school from the list that matches your teacher to be attached to the school's chapter. (If your school or organization is not listed, email [info@educatorsrising.org](mailto:info@educatorsrising.org) to have it added.)



Test

Continue

Skip

On the “Your Primary Organization” screen, write the name of your school.

Please avoid abbreviations.

**Teachers: Make sure your students are selecting the same school that you did so they are connected to your chapter.**

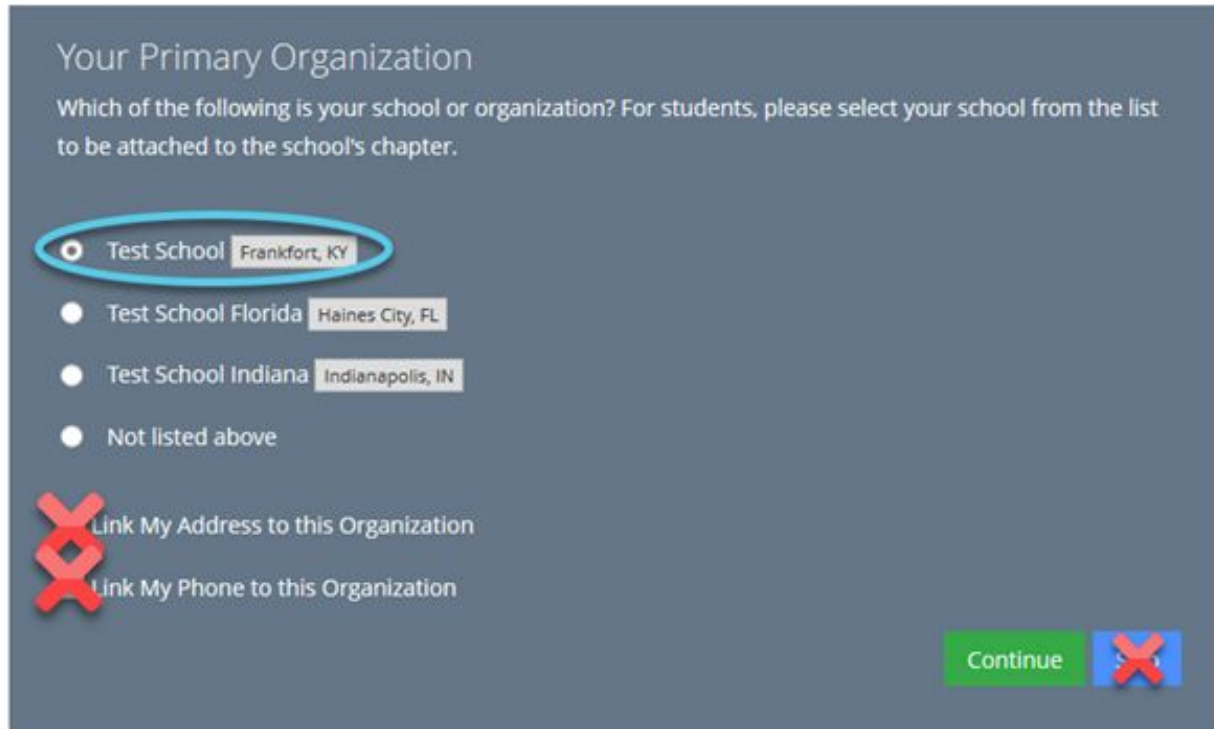
Then select “Continue”.

**DO NOT SKIP THIS SCREEN.**

Enter the name of your school.




# Select your school from the list





Your Primary Organization

Which of the following is your school or organization? For students, please select your school from the list to be attached to the school's chapter.

- ☒ Test School Frankfort, KY
- ☐ Test School Florida Haines City, FL
- ☐ Test School Indiana Indianapolis, IN
- ☐ Not listed above

 Link My Address to this Organization

 Link My Phone to this Organization

[Continue](#) 

If your school is already in our system, it will appear in the list.

Be sure **to select the one that matches your city and state**. Teachers should already be connected to their schools and can make sure students are using the correct school name and school ID.

When you select the school, you will see boxes pop up asking you to link your address. **DO NOT CHECK** the boxes to link your address and phone to the organization.

If your school is **NOT** listed,  
see slides 9-12. If your school  
**IS** listed, go directly to slide  
13.



# If your school is not listed, add your school

Your Primary Organization

Which of the following is your school or organization? For students, please select your school from the list to be attached to the school's chapter.

- ☐ Test School
- ☐ Test School Florida
- ☐ Test School Indiana
- ☒ Not listed above

Please enter the name of your school or organization below. For students, please select your school from the list to be attached to the school's chapter.

If your school **does not** appear in the list, click **Not listed above**. You will see a pop up at the bottom of the screen asking you to enter the school name.

**ASK** your teacher **FIRST** before creating a new school.

Once you put in the right school name, select **“Continue.”**

# Add information about your school

**Your Organization Information**  
Enter your primary school or organization's information below.

|              |   |
|--------------|---|
| Name: *      | <input type="text" value="Test School Kentucky"/>   |
| Acronym:     | <input type="text" value="Acronym (optional)"/>     |
| Branch Name: | <input type="text" value="Branch Name (optional)"/> |
| Web Site:    | <input type="text" value="Web Site"/>               |

[Continue](#) [Skip](#)

On the next few screens, add information about your school. **Be sure to enter all required fields.**

**You will need to include:**

Country: United States

Address: Your School's Address

City, State/Province, Zip Code

# Enter your school's address

Your Organization's Address Information

Enter your school or organization address below.

Country: \* United States

Address: \* Home 123 Test School Street

Address Line 2: Address Line 2

City, State/Province, Zip/Postal Code: \* Hazard Kentucky 41701

☐ Link My Address to this Organization

Continue

Enter **your school's** mailing address.

# Enter your school's phone number

Your Organization's Phone Information

Enter your school or organization's phone information below. For students, please enter your school name to be attached to the school's chapter.

Phone Type: \* Work

Country: United States

Phone Number: \* +1 555-111-1212 12 / 50

Extension:

Show in Directory: ☐

☐ Link My Phone to this Organization

Continue Skip

This should be the general number **for the school.**

# Enter your mailing address

**Your Address Information**  
Enter your address information below.

Country: \* United States

Address: \* Home 1 Test Dr

Address Line 2: Address Line 2

City, State/Province, Zip/Postal Code: \* Hazard Kentucky 41701

Continue

We may need to mail information to you. Enter your preferred mailing address.

Be sure to indicate if this is a work or home address.

**Note:** If you do not feel comfortable sharing your home address, you can use your school's address and make any updates to your address in your membership portal later.

# Enter your phone number


Your Phone Information  
Enter your phone information below.

Phone Type: \* Work

Country: United States

Phone Number: \* +1 555-111-5555

Extension: 123

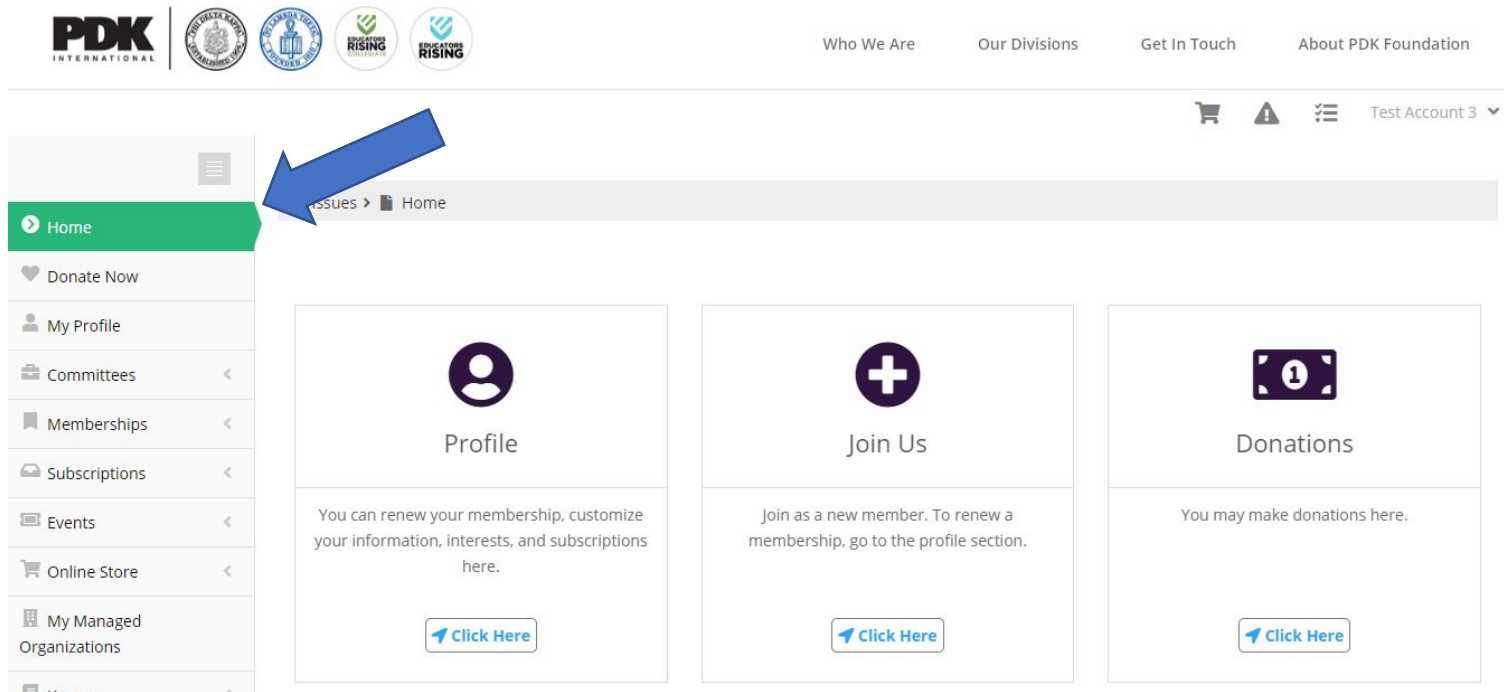
Show in Directory: ☒ 

Continue Skip

We often need to contact you by phone. Enter your preferred phone number and indicate the phone type using the dropdown.

**Put a check** in the box **if** you would like this phone number to appear in our Educators Rising online directory.

# Join Us to become member



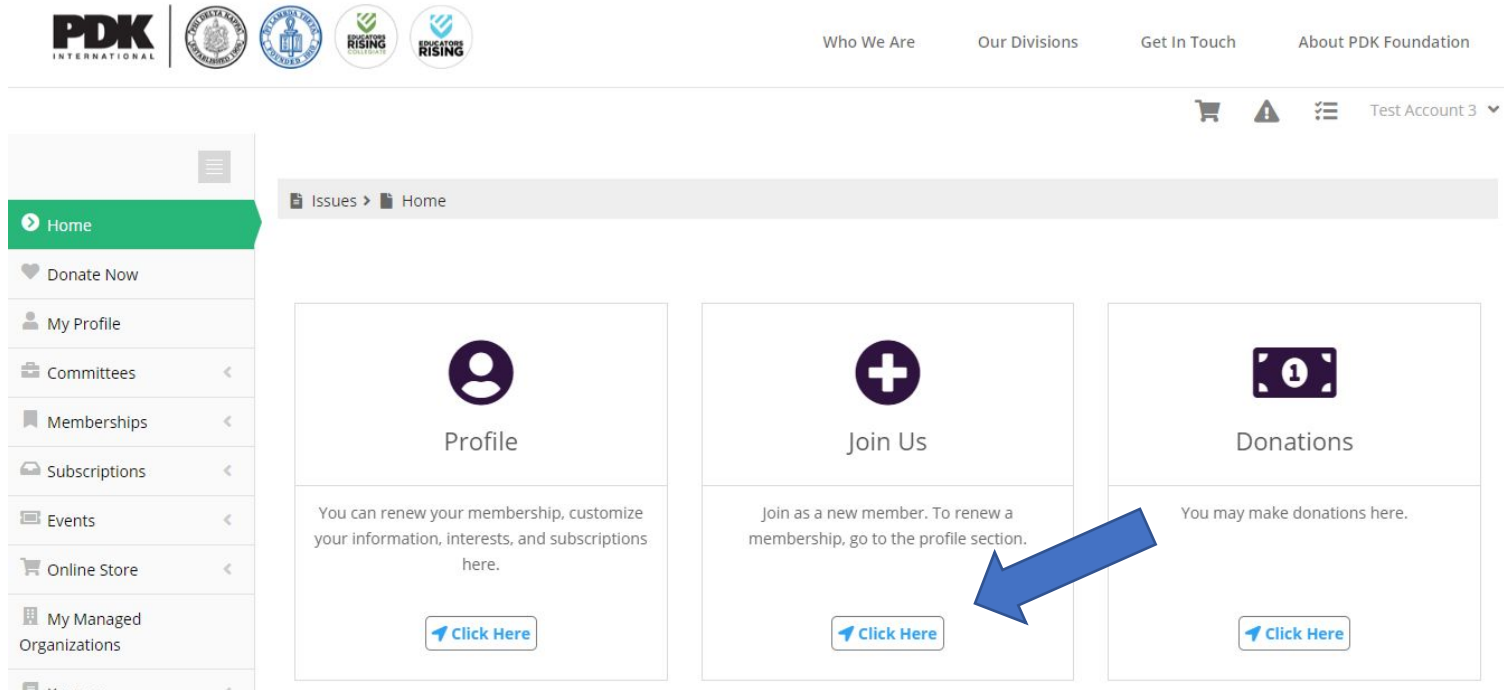
Once your account is created, you will automatically be signed into the portal and see this screen.

You will see your name in the top right corner of the screen.

You will now need to **add** your **active level student membership** to your account.

Click **Home** in the side navigation if you **DO NOT** see this screen. (The button is **green** in the picture here.)

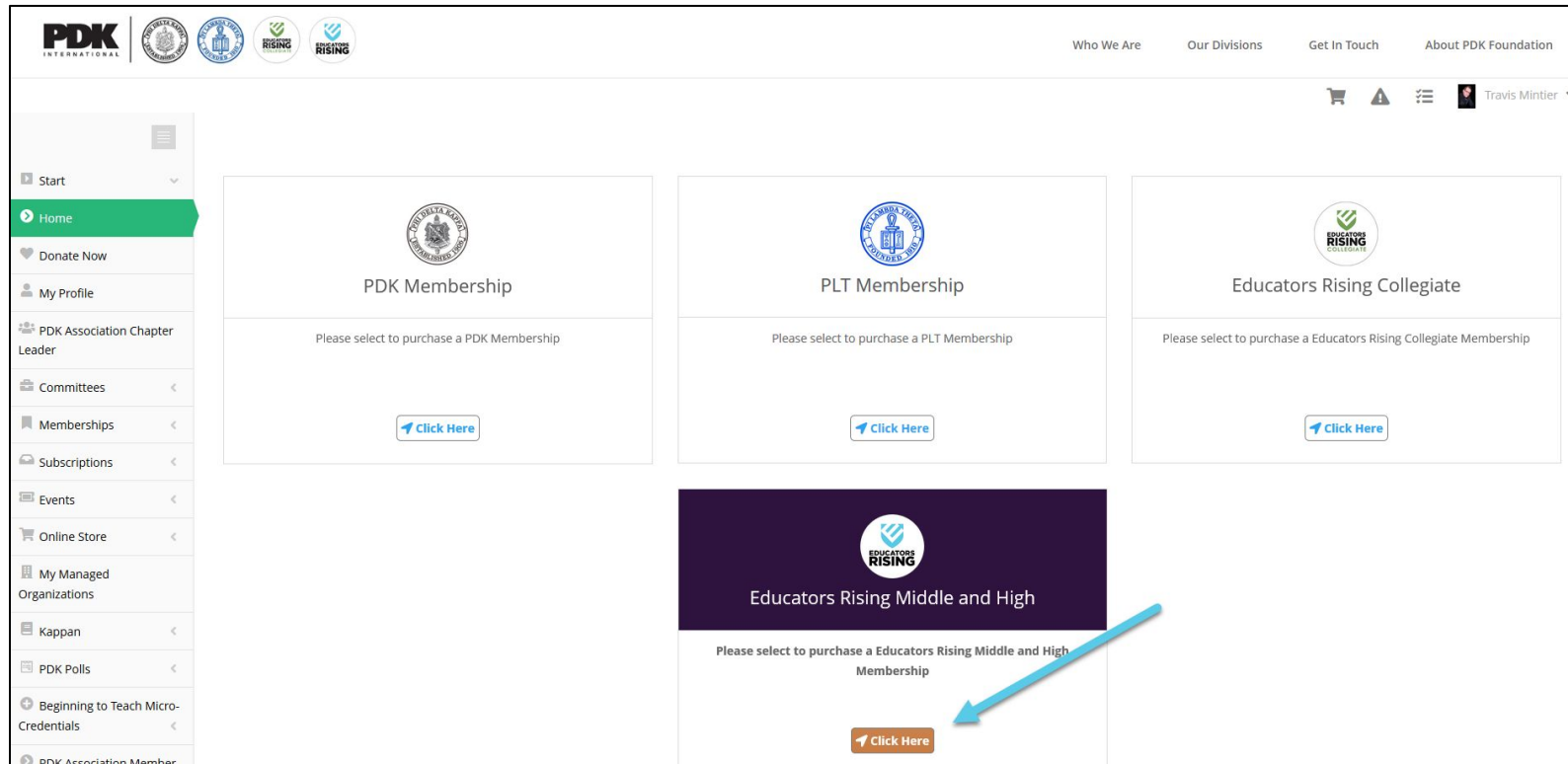
# Join Us to become member



Then go to the “**Join Us**” tile and select “**Click Here**”.



# Join in Educators Rising Middle and High



You will go to a new page with new tiles and options.

Look for **“Educators Rising Middle and High”** and select **“Click Here.”**

# Complete membership form

## Educators Rising Middle/High School Membership Form

Educators Rising offers two student memberships categories and two adult membership categories. Membership runs July 1 through June 30th of the current school year.

- Student
  - **Active-level** membership allows students to participate in Educators Rising as Ambassadors or officers, join the National Honor Society, pursue scholarship opportunities, and attend or compete at the National Conference.  
*Membership Fee: \$10*
- Adult
  - **Teacher Leader** membership is for adults who are leading an Educators Rising program at their school. You will be asked to upload a list of students participants prior to approval.  
*Membership Fee: FREE*
  - **Administrator** membership is only for HIGH SCHOOL administrators with Educators Rising programs at their school/district who are not managing the program. Get access to numerous resources that are geared toward helping passionate young people become great teachers.  
*Membership Fee: FREE*

*If you are a college student or collegiate faculty, please [join through our collegiate division](#).*

*If your school is paying for the student's membership, there is an option during the checkout payment process to select "Bill Me." This will place an invoice on your account for all of your students who registered this way. [Download the steps for this process](#).*

1 Please indicate if you are a student, teacher leader, or administrator: \*

- ☒ Middle or High School Student  
☐ Teacher Leader  
☐ High School or District Level Administrator (not managing a chapter)

2 Date of Birth:

3 Race: \*

☐ American Indian/Native American



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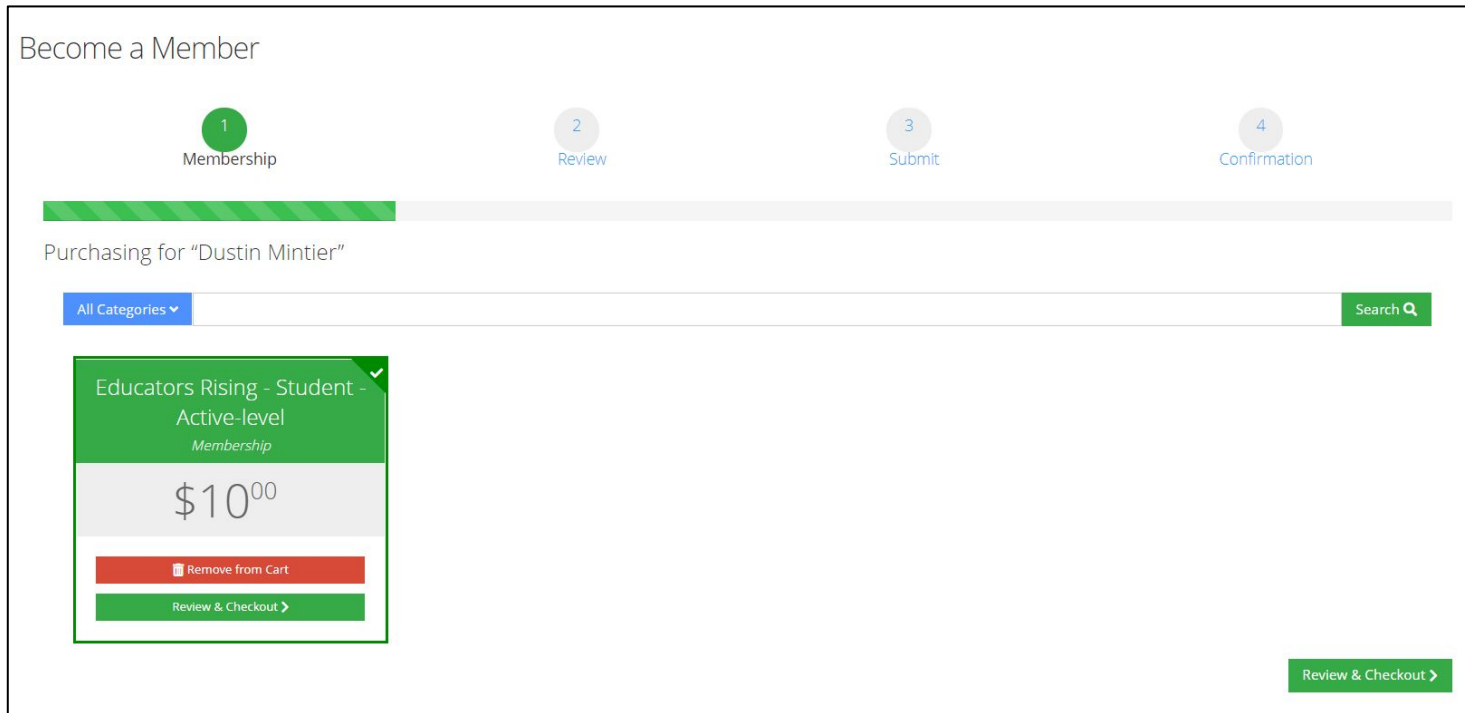
You will see a form titled:  
Educators Rising Middle/High  
School Membership Form

Select: “**Middle or High  
School Student**”

Fill out the information with the  
red asterisk (\*).

Then select “**Save**”.

# Review your cart & checkout



It will take you to the check out cart.

Make sure it says: **“Educators Rising-Student-Active-level.”**

Then select **“Review and Checkout”** in the bottom right.

# Review your cart & checkout



1  
Membership

2  
Review & Submit

3  
Confirmation

Purchasing for "Test Account 3"

You can click or tap on each item to go back and make changes.

| Item   | Quantity | Item Price | Item Total | Remove  |
|--|----------|------------|------------|---|
|  <div><b>Educators Rising - Student - Active-level</b><br/><b>Membership</b><br/>Active-level membership allows students to participate in Educators Rising as Ambassadors or officers, join the National Honor Society, pursue scholarship opportunities, and attend or compete at the National Conference. The fee is \$10.</div> | 1        | \$10.00    | \$10.00    |  |

Please confirm your information below. If anything has changed, click on the ADD or EDIT buttons to modify.

Test Account 3:  
Primary Organization: Test School  
🏠 20655 Flagstaff Avenue  
Farmington  
55024  
Albania [Edit](#)

Promo Code

[Apply](#)

Subtotal \$10.00

Subtotal does not include applicable taxes or shipping costs, if any.

[✕ Clear Cart](#) [Checkout ✓](#)

The next screen is the **“Review and Submit”** screen.

Just look to see that the name and address are correct and that the price is \$10.

Select **“Checkout”**.

# Review your cart & checkout

1 Membership      2 Review & Submit      3 Confirmation

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Purchasing for "Test Account 3"

[Order Summary](#)


|       |         |
|-------|---------|
| ITEMS | \$10.00 |
| TOTAL | \$10.00 |

[Billing Address](#) [+ add new billing address](#)

20655 Flagstaff Avenue Farmington 55024 Albania

[Payment Options](#)

☒ Credit Card    ☐ Bill Me



Name on Card: \*

Card Number: \*

CV Number: \*  ?

If you are going to pay **yourself**, fill in your information and make sure your address listed is the same as the address on the card. Then select **"Submit Your Order"**, and you're done.

If your school is going to pay, look for the box **"Bill Me"** and select it. (It is right above the credit card logos.)

# Review your cart & checkout

1 Membership      2 Review & Submit      3 Confirmation

Purchasing for "Test Account 3"

Order Summary

|       |         |
|-------|---------|
| ITEMS | \$10.00 |
| TOTAL | \$10.00 |

Billing Address [+ add new billing address](#)

20655 Flagstaff Avenue Farmington 55024 Albania

Payment Options

☐ Credit Card ☒ Bill Me

**BillMe**

Confirmation Email

☒ Send confirmation email to: test.edrising.email@gmail.com

☐ Send a copy to:

[< Previous](#) [Submit Your Order ✓](#)

If you selected **"Bill Me"**, you should see the screen change.

Under **"Confirmation Email"** you can send an email to yourself and/or to your teacher so they know you placed an order.

Select **"Submit Your Order"**.

# Review your cart & checkout

My Shopping Cart

[Home](#) > [My Shopping Cart](#)

1  
Membership

2  
Review & Submit

3  
Confirmation

Purchasing for "Test Account 3"

Your transaction was successful.

ORDER # 536040 THURSDAY, OCTOBER 22, 2020

Customer:  
#1143578  
Test Account 3

Billing:  
Test Account 3  
20655 Flagstaff Avenue  
Farmington  
55024  
Albania

[View Order Details](#)

Once you see this screen and the words **“Your transaction was successful”**, you are all done!

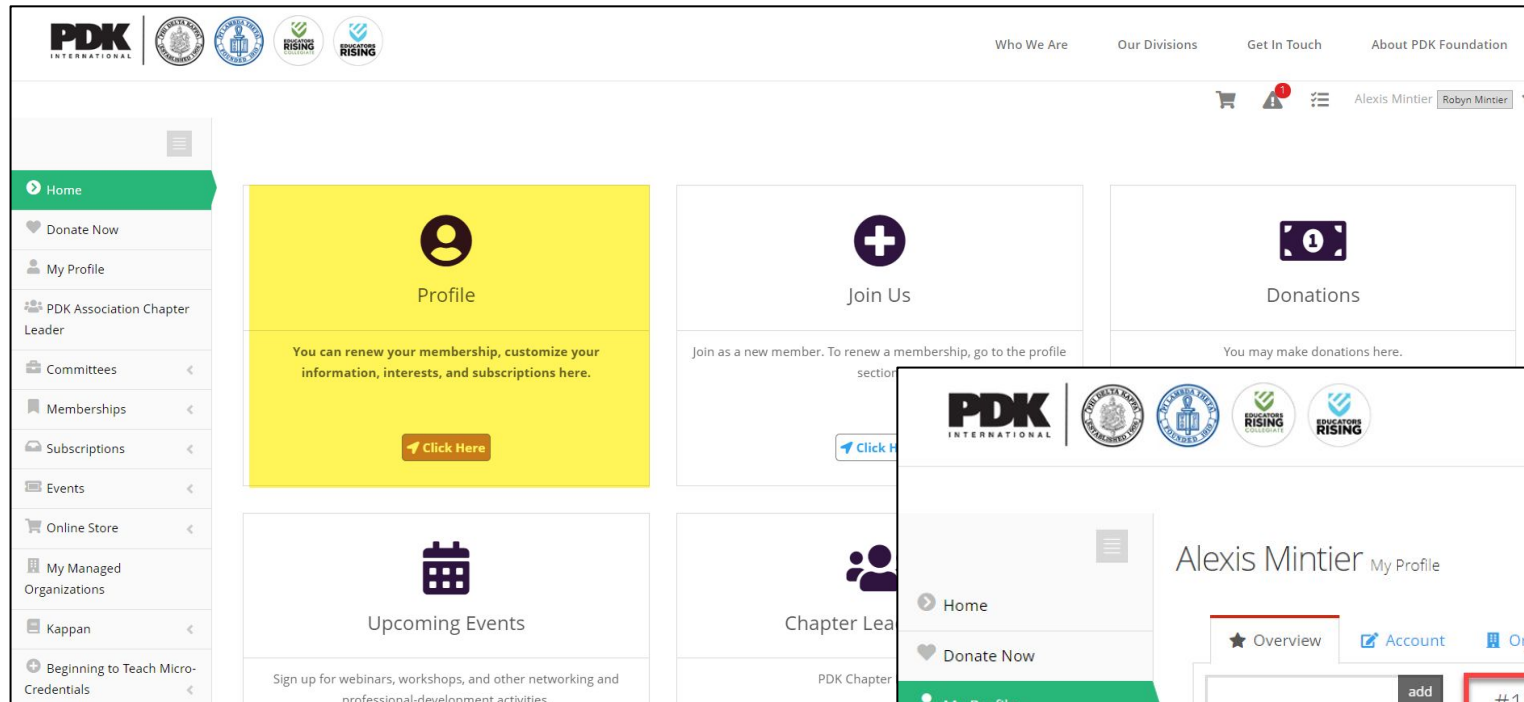
If you select “My Profile” in the left-hand side, you can go to your account and will see a balance **if your school is paying for your account.**

The top half of the image features an abstract background composed of various shades of blue. These shades are arranged in a pattern of overlapping, semi-transparent geometric shapes, including rectangles and triangles, which are oriented diagonally. This creates a sense of depth and movement. Below this graphic, the text "Explore the Resources" is centered on a plain white background.

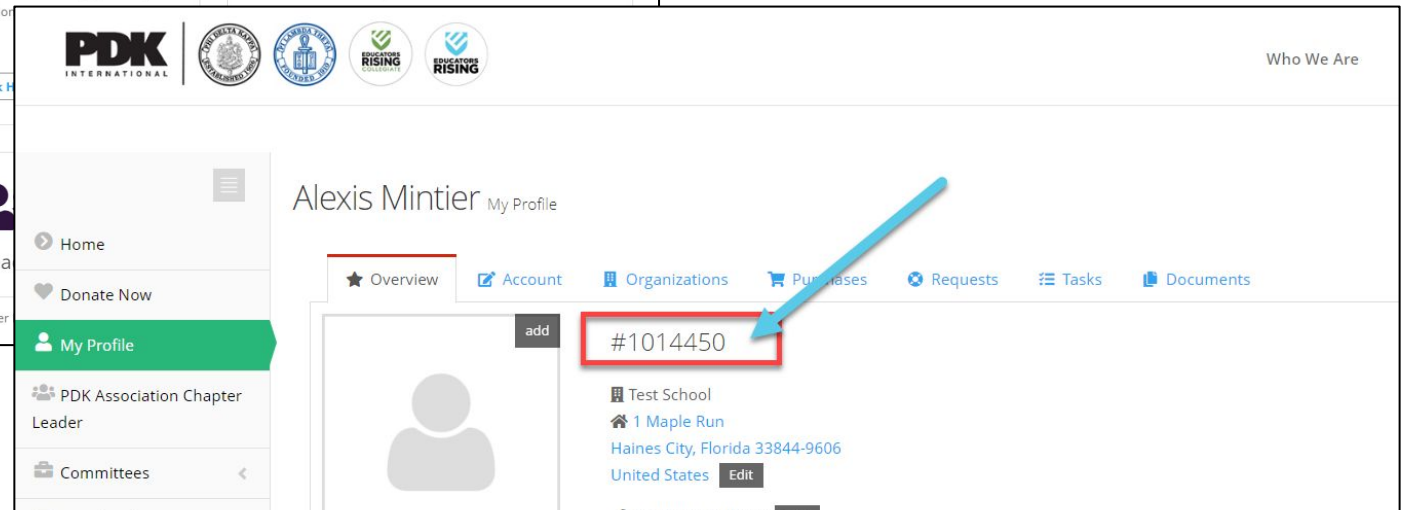
**Explore the Resources**



# Find your member ID number



You can find your member id number and update your personal information by clicking on the profile tile.



# Accessing resources

The screenshot displays the Educators Rising website interface. On the left, a sidebar navigation menu is visible, with 'Educators Rising High School Resources' circled in blue. A blue arrow points from this menu item to a dropdown menu that appears on the right. This dropdown menu contains three options: 'Student Resources', 'Teacher Leader Resources', and 'State-Regional Coordinator Resources'. The main content area shows the profile of Alexis Mintier, including contact information, membership status, and a 'Pay Open Balances' section.

Active-level **students** will have **access** to the student resources **once payment has been received**.

You can find these resources by clicking on the side navigation.

# WE ARE HERE TO HELP!

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Email us at [info@educatorsrising.org](mailto:info@educatorsrising.org)  
or give us a call at 800-766-1156.



**EDUCATORS  
RISING**