ciarb.

How to access your MyCiarb account

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Re-activate your account

Ciarb's website was re-launched in May 2024. If you have an existing MyCiarb account which you have not accessed since May 2024, you will need to re-activate your account.

1. Go to https://www.ciarb.org and click on 'Recover account'



2. Enter your registered email address and click on 'Send verification code'. Enter the code that is sent to you, click on 'Verify code' and then click on 'Continue'.

Please provide the following details.
Verification is necessary. Please click Send button. Email Address
Send verification code
Continue Cancel

3. Once your account is verified, you will be prompted to re-set your password. Enter your chosen password and click 'Continue'.

Please
provide the
following
details.

New Password	
Confirm New Pass	sword
Cantinua	ana at
Continue	ancei

4. You will be re-directed to the Ciarb home page. Select 'Login/Register'.



5. Enter your registered email address and new password. Then click 'Sign in'.

Login
[mail
Password
Forgot your password?
Sign in
account?
Sign up now

6. You will then have the opportunity to review and add or change details as necessary. If you wish to change your registered email address, please email <u>memberservices@ciarb.org</u>.

7. Click on 'MyCiarb' to access your dashboard.



Re-set your password

If you have an existing MyCiarb account and have forgotten your password, follow these steps.

1. Go to https://www.ciarb.org and click on 'Login/Register'



2. Enter your registered email address and click on 'Forgot your password?'

Login
Email
Password
Forgot your password?
Sign in
Don't have an account?
Sign up now

3. You will be asked to verify your account before proceeding. To do this, enter your registered email address and click on 'Send verification code'. Enter the code that is sent to you, click on 'Verify code' and then click on 'Continue'.

Please provide the following details.
Verification is necessary. Please click Send button. Email Address
Send verification code
Continue

- 4.
- 5. Once your account is verified, you will be prompted to re-set your password. Enter your chosen password and click 'Continue'.

Please provide the following details.

Confirm New Pas	ssword

6. You will be re-directed to the Ciarb home page. Select 'Login/Register'.



7. Enter your registered email address and new password. Then click 'Sign in'.

Login
Email
Password
Forgot your password?
Sign in
Don't have an
account?
Sign up now

8. Click on 'MyCiarb' to access your dashboard.



Renew your membership through MyCiarb

You can now renew your Ciarb membership through your MyCiarb account. (NB: If you have an existing MyCiarb account which you have not accessed since May 2024, you will need to re-activate your account. See the first part of this guide for details on how to re-activate your account.)

1. Go to https://www.ciarb.org and log into your MyCiarb account



2. Go to your MyCiarb dashboard



3. Start your renewal journey by either:

3a. Selecting 'Membership & Billing'



3b. OR, Selecting 'Complete declaration' at the top of the screen



4. Follow the on-screen instructions to first complete your Annual Declaration and then, if applicable, your payment.

Access LearnADR

Ciarb's website was re-launched in May 2024. If you have an existing MyCiarb account which you have not accessed since May 2024, you will need to re-activate your account.

1. Go to https://www.ciarb.org and log into your MyCiarb account



2. Go to your MyCiarb dashboard



3. Select 'My Courses'



4. Click on 'LearnADR'

What happens once I purchase a course?

Once you have purchased your course, you will be given access to Ciarb's online learning platform, LearnADR.

You will be notified once your access is confirmed.

