

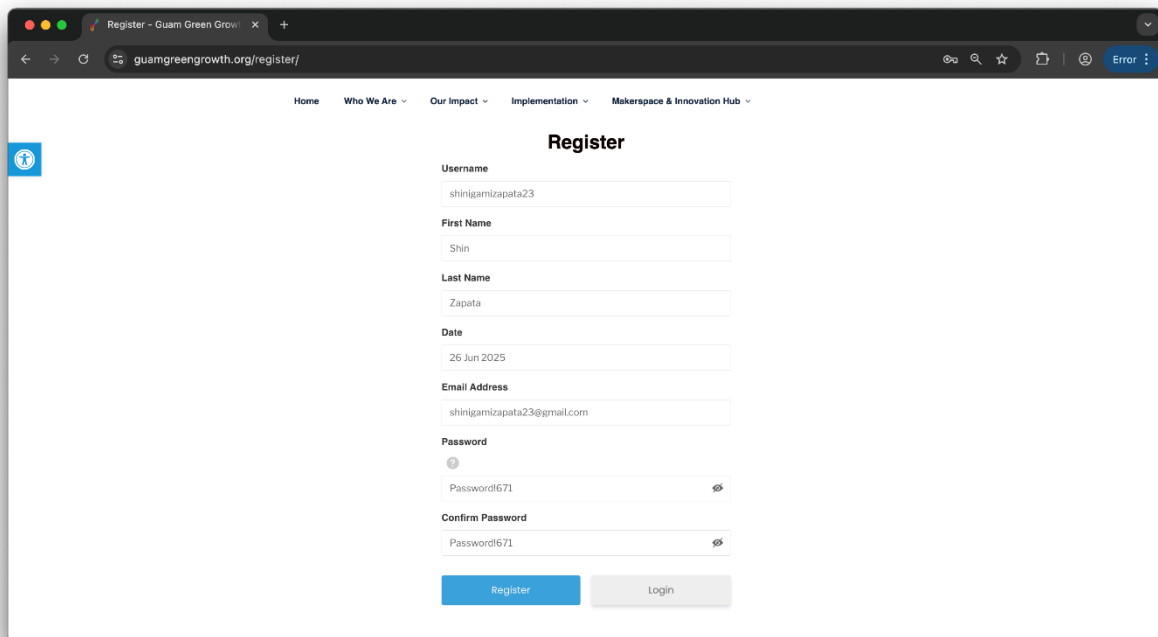
G3 Member Resources SOP

User Registration, Login, and Access Exclusive Content

**Instructions, Pages style and display may be subject to change*

User Instructions

1. Register by filling out the registration form on <https://guamgreengrowth.org/register/>
2. Click **'Register'**



The screenshot shows a web browser window with the URL <https://guamgreengrowth.org/register/>. The page has a navigation bar with links: Home, Who We Are, Our Impact, Implementation, and Makerspace & Innovation Hub. A blue circular icon with a white 'i' is on the left. The main heading is 'Register'. The form fields are: Username (shinlgamilzapata23), First Name (Shin), Last Name (Zapata), Date (26 Jun 2025), Email Address (shinlgamilzapata23@gmail.com), Password (Password671), and Confirm Password (Password671). At the bottom are 'Register' and 'Login' buttons.

Register - Guam Green Growth

guamgreengrowth.org/register/

Home Who We Are Our Impact Implementation Makerspace & Innovation Hub

Register

Username
shinlgamilzapata23

First Name
Shin

Last Name
Zapata

Date
26 Jun 2025

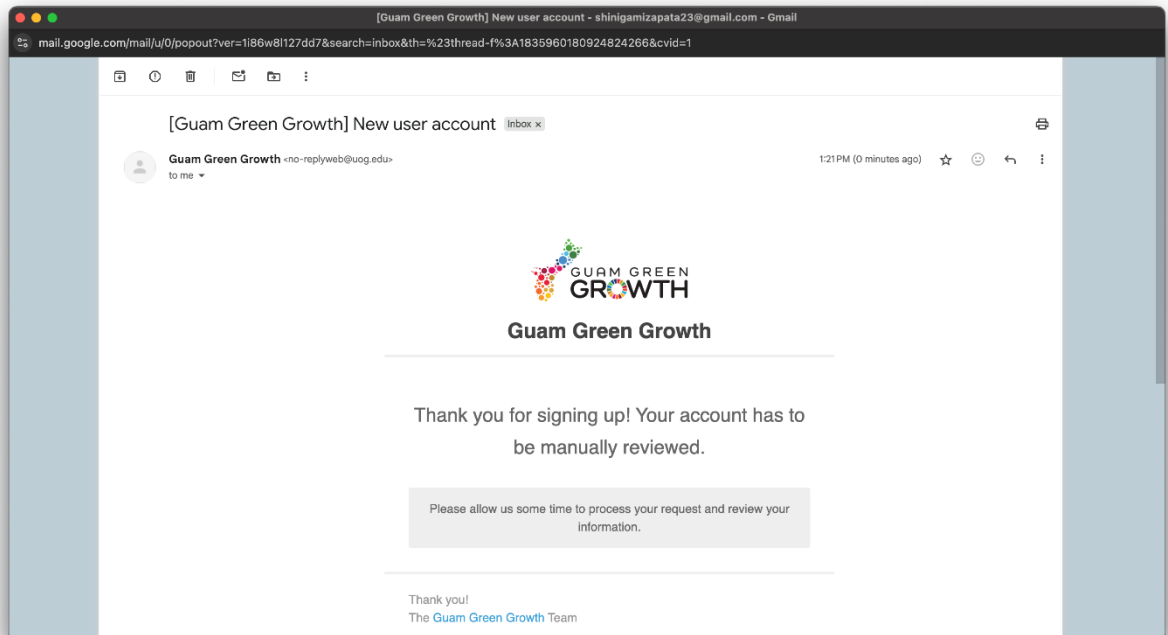
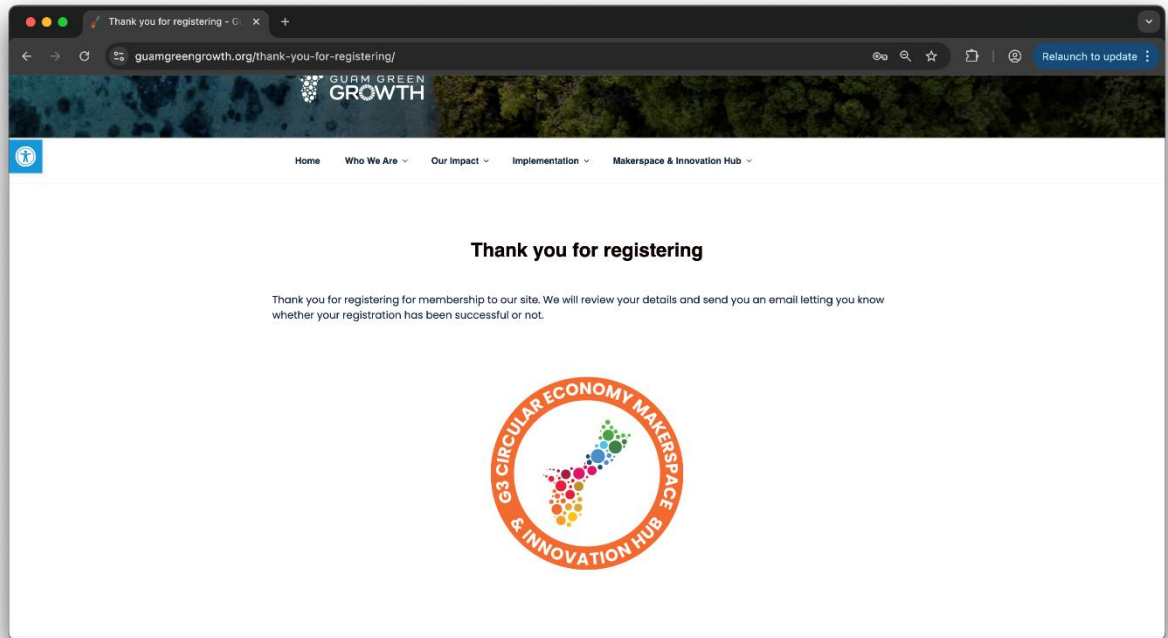
Email Address
shinlgamilzapata23@gmail.com

Password
Password671

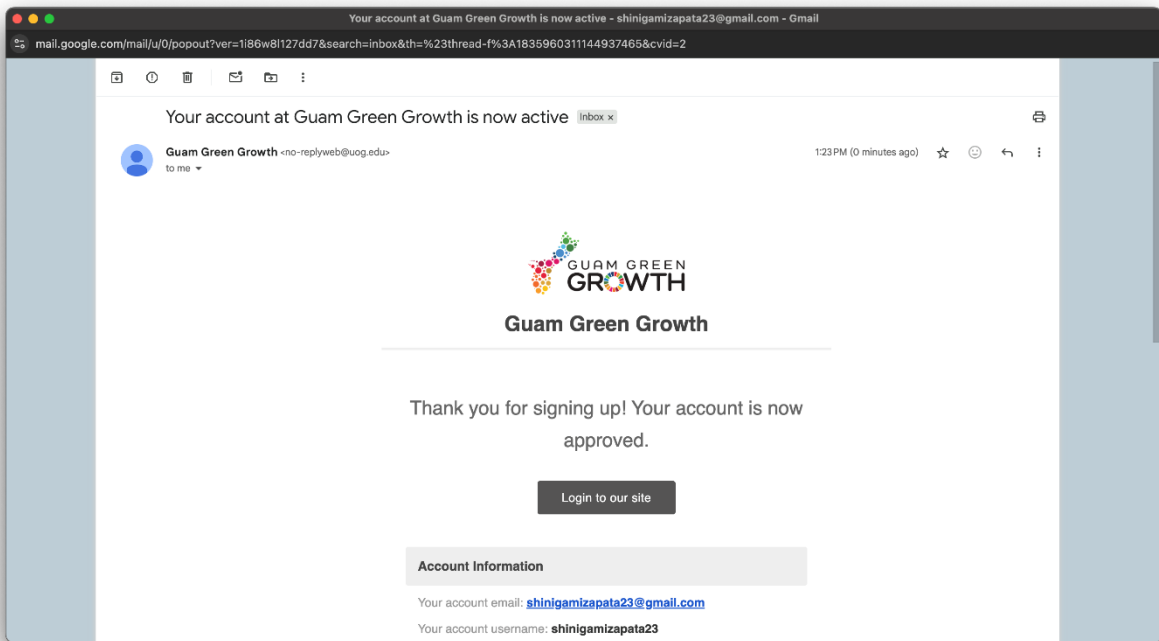
Confirm Password
Password671

Register Login

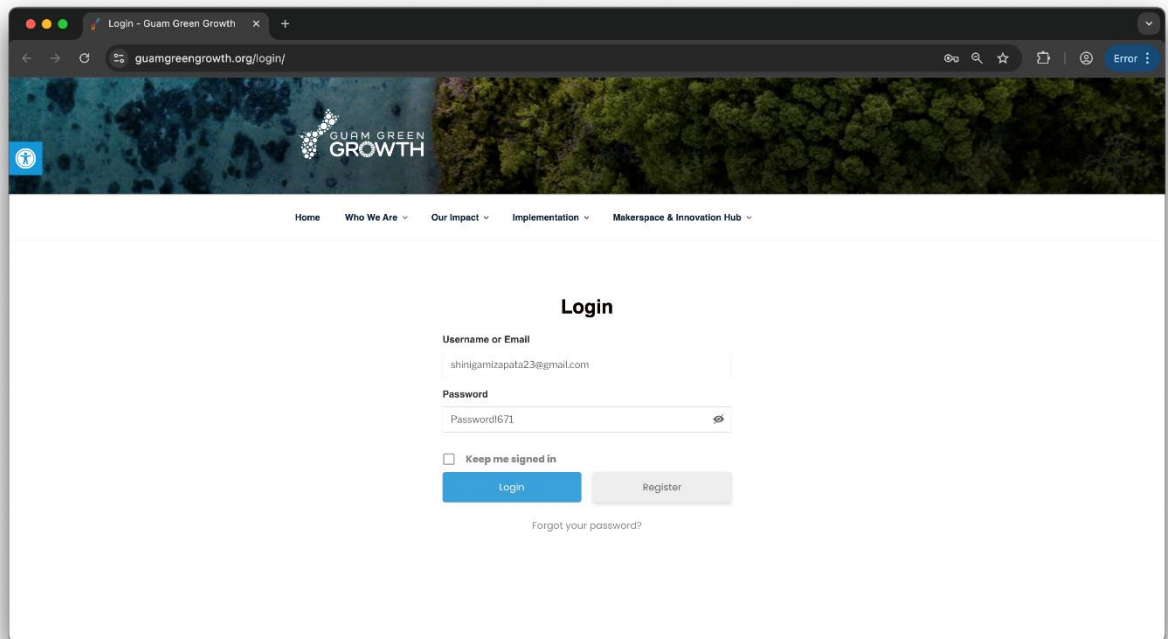
3. After clicking '**Register**', you will be directed to the registration confirmation page, and email will be sent to (***If you're admin approving users, refer to admin instructions***)



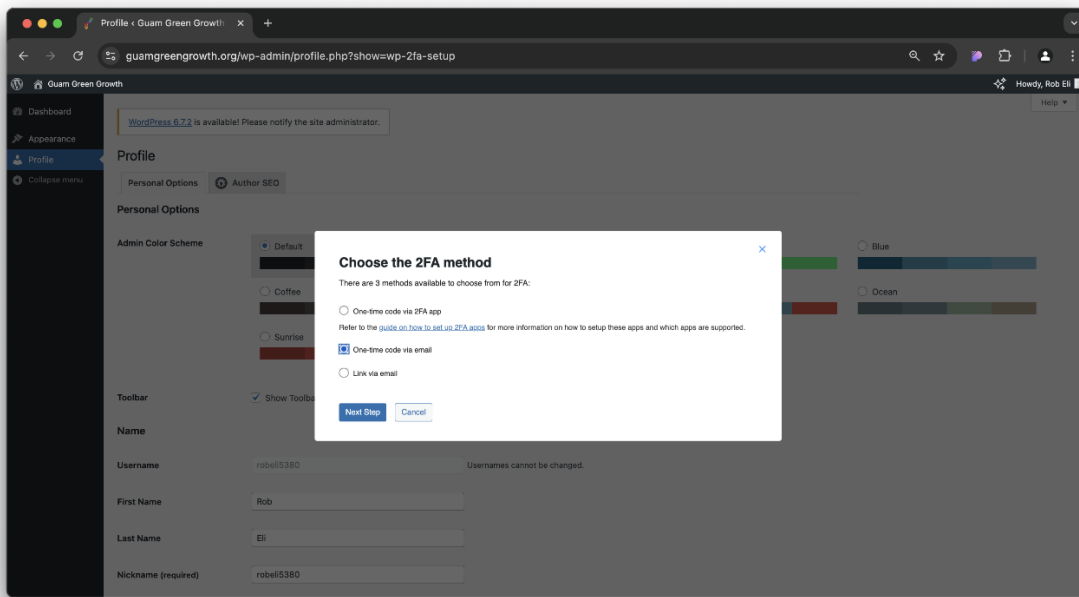
4. After admin approves your account, you will receive the following email. Click **‘Login to our site’**



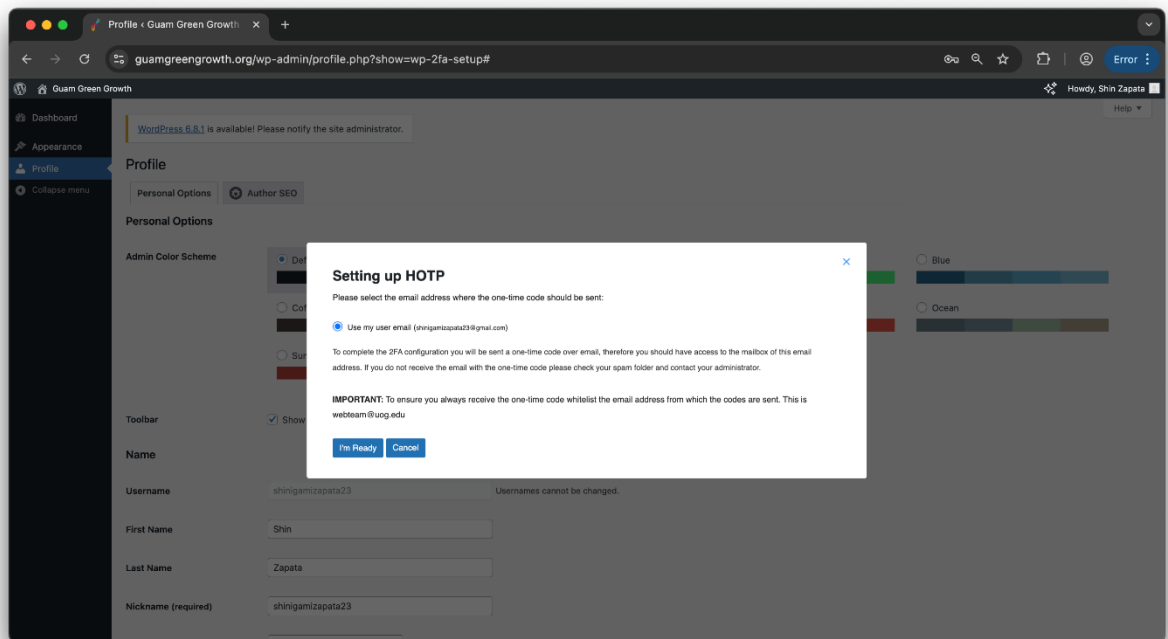
5. Log in by filling out the log in form and click **‘Login’**



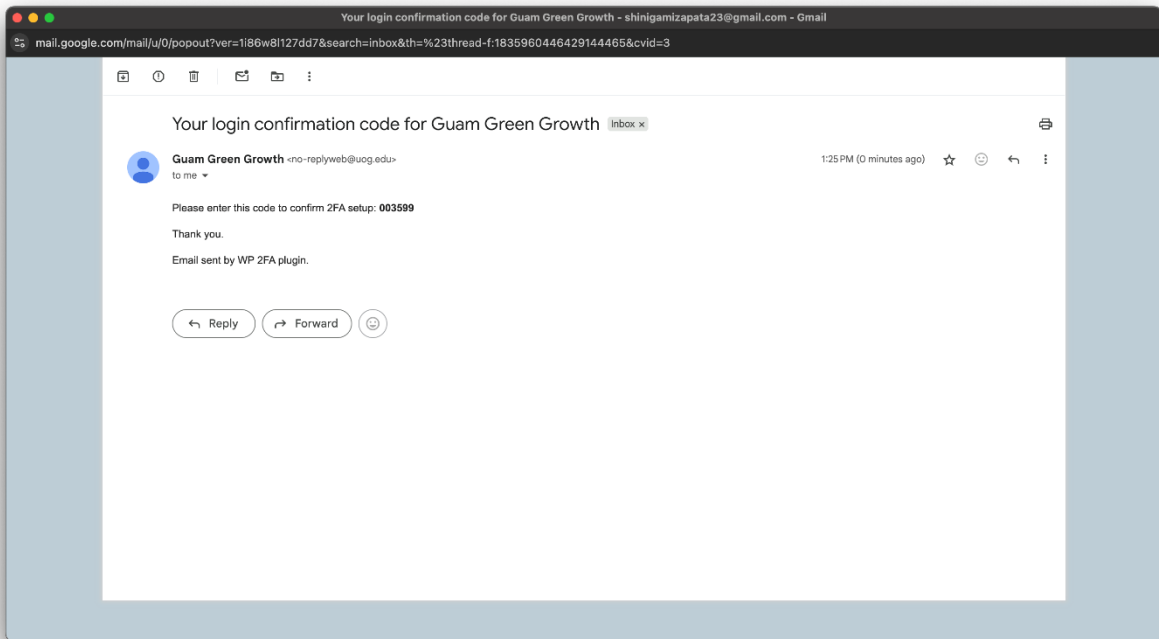
- When you log in for the very first time, you are instructed to fill out 2FA (2 factor authorization), Select ***‘One-time code via email’*** and click ‘Next Step’



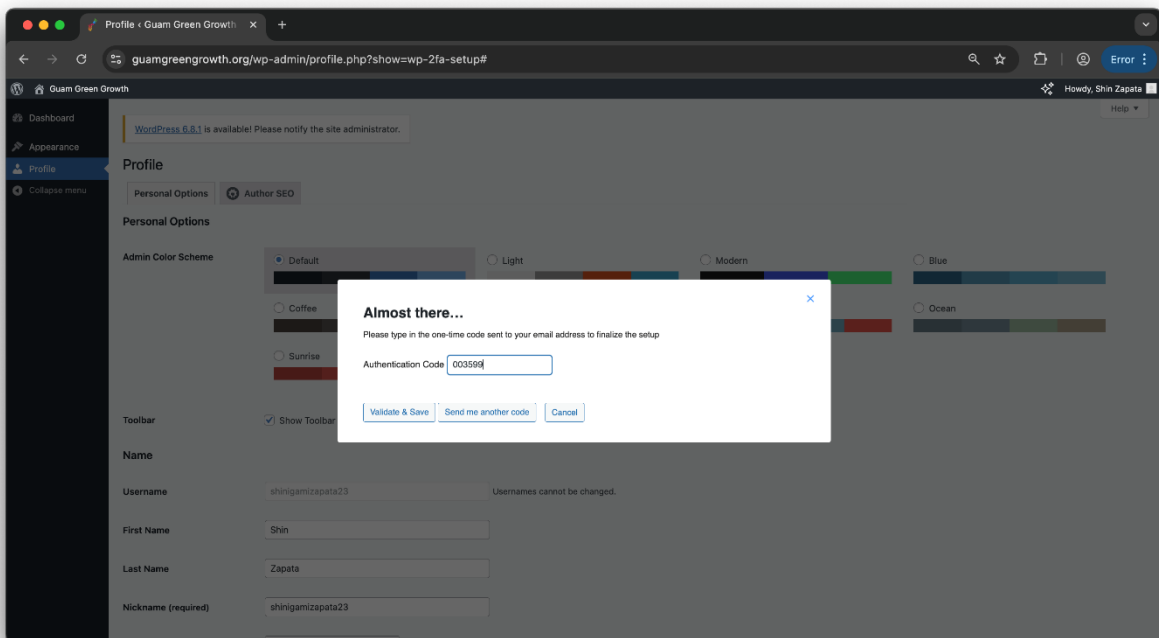
- Click ***‘I’m Ready’***



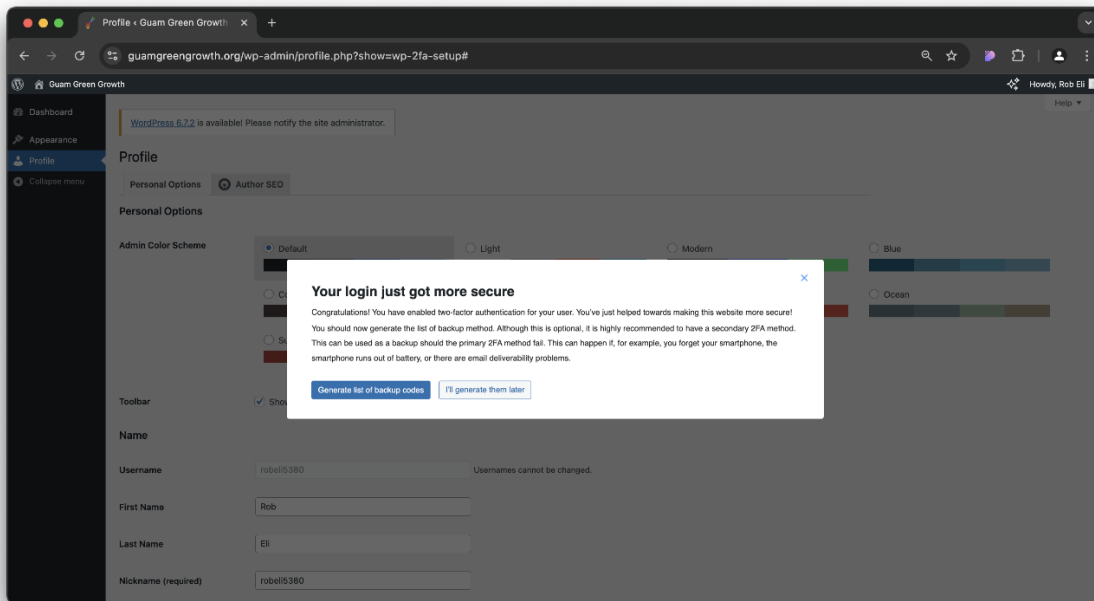
8. You should receive an email with the code



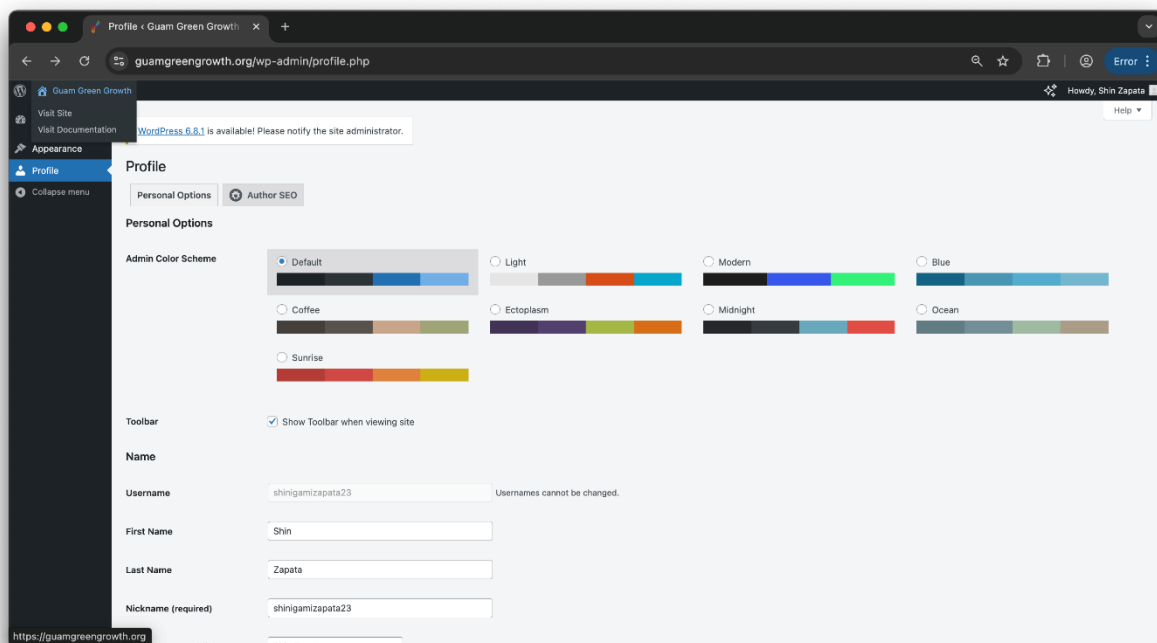
9. Enter the code you received in your email and click '**Validate & Save**'



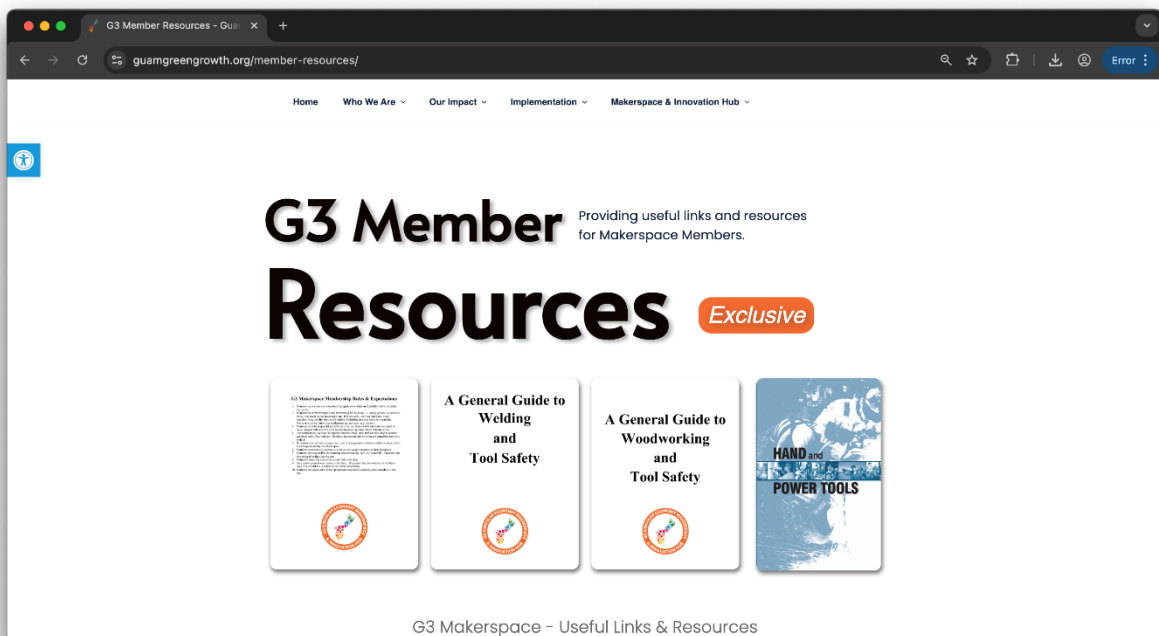
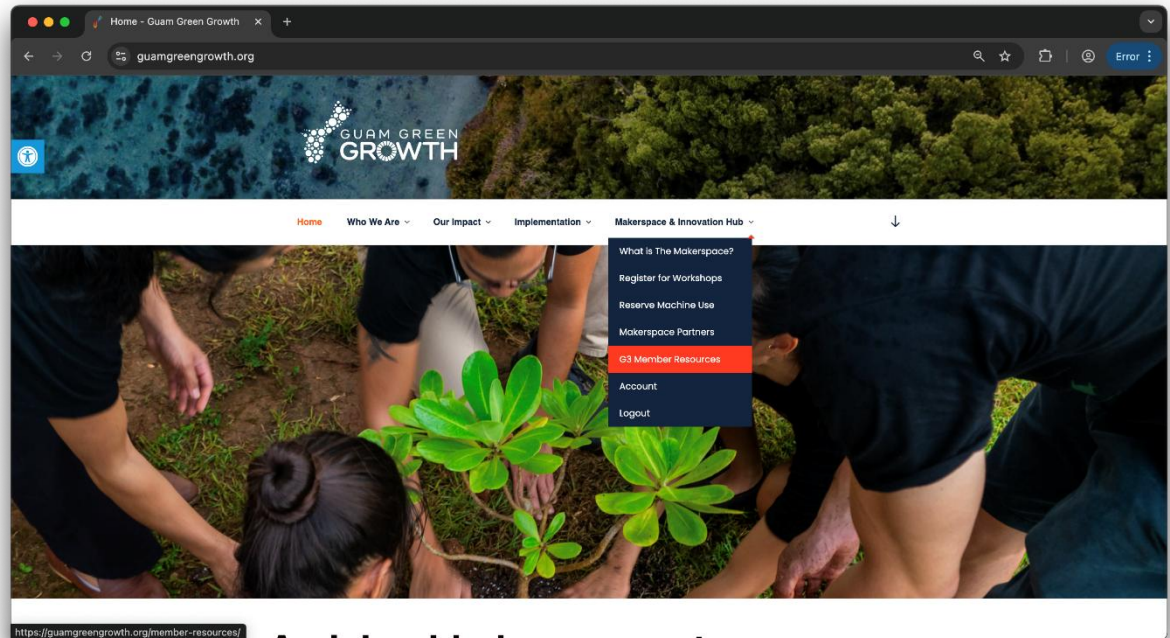
10. Click ***‘I’ll generate them later’***



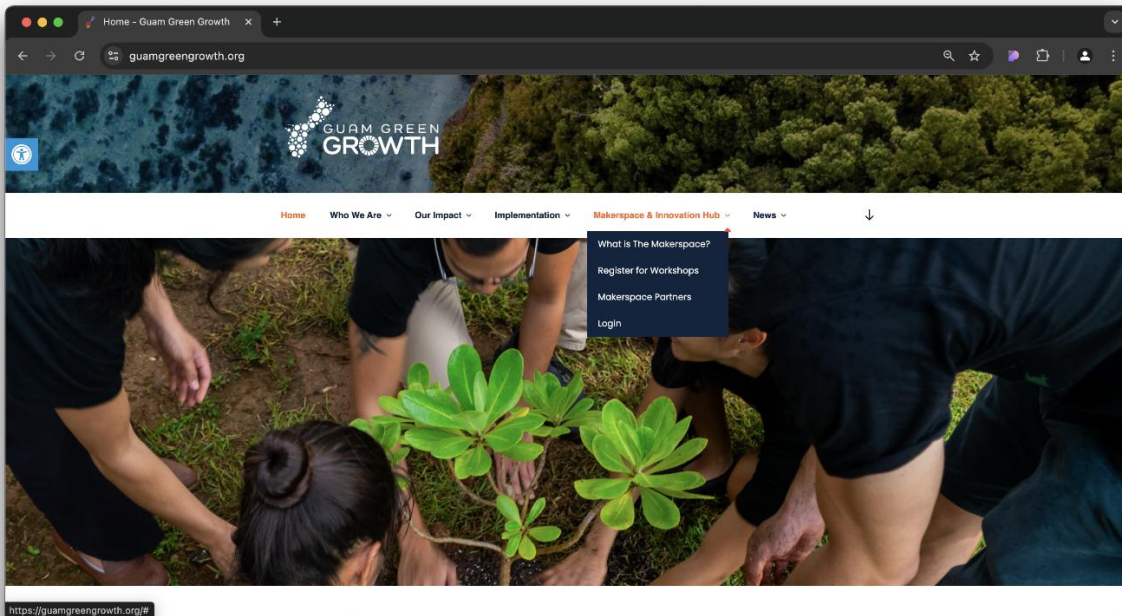
11. Hover over Guam Green Growth in the top right corner, and click ***‘Visit Site’***



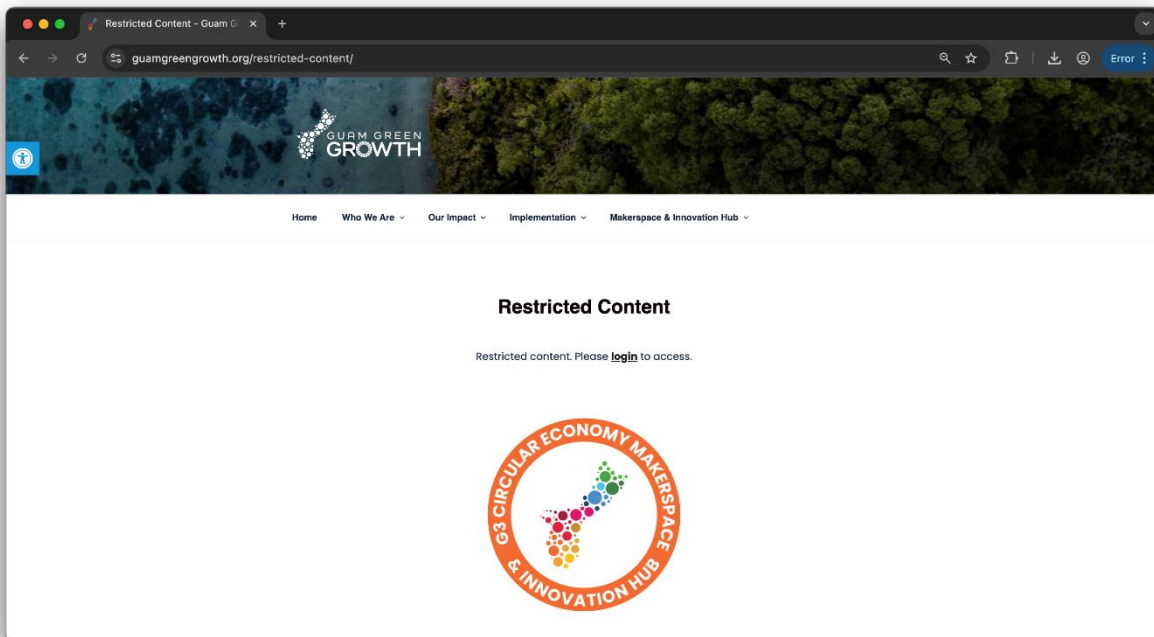
12. Hover over Makerspace and Innovation Hub and you can see the exclusive content in the sub-menu. Click '**G3 Member Resources**', to access members only resources.



13. If you are logged out, its not in the sub-menu



14. Even if you find the url of the page, you need to log in first



15. When you log in as usual, you need to enter another code from your email, select ***‘Remember device for 60 days’*** and click ***‘Log in’***.

The screenshot shows a web browser window with the address bar displaying "guamgreengrowth.org/login/". The page content is centered and features a red banner at the top stating "2 attempts remaining.". Below this, a white box contains the following text: "Please enter the two-factor authentication (2FA) verification code below to login. Depending on your 2FA setup, you can get the code from the 2FA app or it was sent to you by email. Note: if you are supposed to receive an email but did not receive any, please click the Resend Code button to request another code." Below the text is a text input field labeled "Verification Code:". Underneath the input field is a checkbox labeled "Remember this device for 60 days". At the bottom of the white box are two buttons: "Resend Code" and "Log in". Below the white box, there is a link that says "← Back to Guam Green Growth".

2 attempts remaining.

Please enter the two-factor authentication (2FA) verification code below to login. Depending on your 2FA setup, you can get the code from the 2FA app or it was sent to you by email. Note: if you are supposed to receive an email but did not receive any, please click the Resend Code button to request another code.

Verification Code:

☐ Remember this device for 60 days

[Resend Code](#) [Log in](#)

[← Back to Guam Green Growth](#)


Admin Instructions

1. After the user registers, the admin receives an email that the new user has registered. Click link to approve membership. (Make sure you are logged in to approve membership)

Guam Green Growth New user awaiting review

No Reply
To: @ Matt Wilson Zapata

Thu 6/26/2023 1:21 PM


Guam Green Growth


Shin Zapata has just applied for membership to Guam Green Growth and is waiting to be reviewed.

To review this member please click the following link:
<https://guamgreengrowth.org/user/shinigamizapata23/>

Here is the submitted registration form:

User registered date: June 26, 2023 1:21 pm
Form: Register - Form ID#: 41791
Username: shinigamizapata23
First Name: Shin
Last Name: Zapata
Date: 2023/06/26
Email Address: shinigamizapata23@gmail.com

Thank you!
The Guam Green Growth Team




Shin Zapata | Guam Green Growth

guamgreengrowth.org/user/shinigamizapata23/


Guam Green Growth Customize 32 0 + New Edit Page Edit with Elementor Rank Math SEO Notes Insights WPForms SEO

Home Who We Are Our Impact Implementation Makerspace & Innovation Hub

Shin Zapata



This user account status is Pending administrator review



- Approve Membership
- Reject Membership
- Send activation email
- Deactivate this account
- Delete this user
- Login as this user
- Edit Profile
- Cancel

FIND US

<https://guamgreengrowth.org/user/shinigamizapata23/run-admin-approve-user?id=2111&nonce=>

ABOUT THIS SITE

Guam Green Growth develops tangible solutions to sustainability