

# \* How to use the USSVI Website \*

## Updating Your Personal Record

By Patrick Householder, NJVC

On your Computer, go to [www.ussvi.org](http://www.ussvi.org), and click the **MEMBER LOGIN** button on the left side of the page.



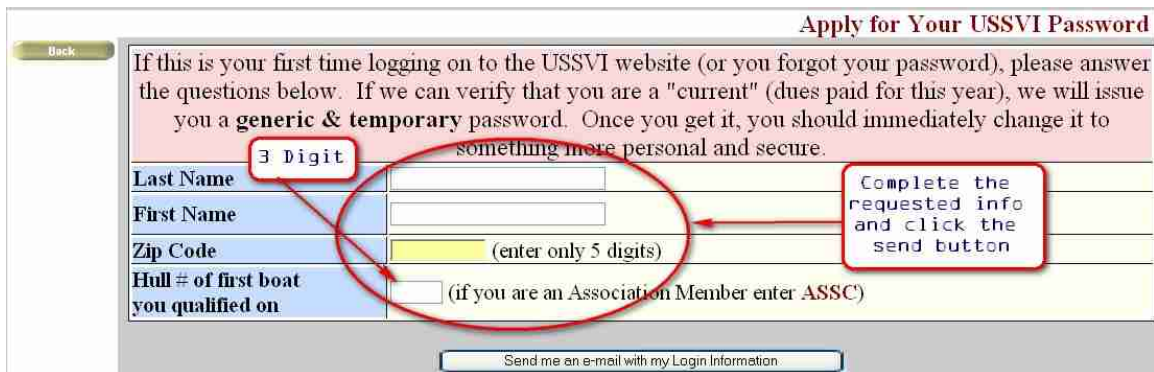
The screenshot shows the USSVI website home page. On the left, a vertical menu has the "Member Login" button circled in red. The main content area features the "National Office" contact information, a "Click Here" button, and the USSVI logo. A "Special Alerts" box on the right lists alerts for USS Seawolf (SS-197) and USS Dorado (SS-248).

Log in now or **APPLY FOR YOUR LOGIN PASSWORD**.



The screenshot shows the "USSVI Members Only Login Screen". It includes a "Notice" about password protection, a "Login Name" field, a "Password" field, and buttons for "Log In as USSVI Member" and "Apply for Your Login Password". A red circle highlights the "Apply for Your Login Password" button, with a callout box stating: "If you don't know or remember your password? (click here)". Another callout box says: "If you already have your Login Name and Password, enter it here & then click the login button." A third callout box says: "If you don't yet have a Login/Password or have forgotten it, click here."

If applying for a password, fill out the information requested and click **SEND ME...**



The screenshot shows the "Apply for Your USSVI Password" form. It includes a "Notice" about the generic & temporary password, and a form with fields for "Last Name", "First Name", "Zip Code", and "Hull # of first boat you qualified on". A red circle highlights the "3 Digit" field, with a callout box stating: "Complete the requested info and click the send button". A "Send me an e-mail with my Login Information" button is at the bottom.

If you are recognized by the system you will immediately be logged in and your password will also be emailed to you. If not, you will be directed to contact the USSVI main office at [office@ussvi.org](mailto:office@ussvi.org) or 877-542-3483 for further help. Ask for Fred.

The screenshot shows the USSVI home page with the following elements:

- Navigation Menu (Left):** My Profile, Find a Base, USSVI Members, Boats & Crews, Eternal Patrol, Sub Memorials, Lost Boats, USSVI Officers, USSVI Magazine, Communications.
- Header:** United States Submarine Veterans, Inc.
- Main Content (Left):** "the National Office" with address: USSVI, PO Box 3870, Silverdale, WA 98383-3870, (360) 337-2978, [office@ussvi.org](mailto:office@ussvi.org), and "Prospective USSVI members Call 1-877-542-Dive". A "Join Us" button is at the bottom.
- Main Content (Center):** USSVI logo and "We now have 12,314 members". A callout box says "Click Here to review your member profile." with an arrow pointing to the "My Profile" button.
- Main Content (Right):** "Special Alerts" for USS Lang (SS-306) on 10/24/1944 and USS Shark II (SS-314) on 10/24/1944. A note says "click Title to see full Alert".

After clicking the **MY PROFILE** button, your Member Profile Screen appears.

The screenshot shows the "Member Profile" screen with the following elements:

- Navigation (Left):** Back, Update Profile, Log On.
- Header:** Member Profile
- Profile Area:** "YOUR NAME APPEARS HERE" with a USSVI logo. A callout box says "Click here to update your record" with an arrow pointing to the "Update Profile" button.
- Content:** USSVI Life Member status and a breadcrumb trail: Contact | Navy | USSVI | Seattle | Ships | Shore Duty | Associations.
- Section Header:** Personal Information

After clicking the **UPDATE PROFILE** button, the Update page appears.

The screenshot shows the "Update Your Own Profile" screen with the following elements:

- Navigation (Left):** My Profile, Log Off, Home, Tips, Warnings.
- Header:** Update Your Own Profile
- Form Fields:** Last Name (Householder), First Name (Patrick F.), Nickname (Pat), DOB (3/8/1943), Primary Address (1 25003 SE 146th St). A note says "Updated by Pat Householder".
- Callouts:**
  - "All the fields shown can be updated. Note there is more info shown to be updated under the tabs."
  - "Always click the 'Save Changes' button at the bottom before leaving a page."
- Breadcrumb Trail:** Contact | Password | Naval Career | Insignia | Ships | Shore Duty | Associations.

When you have updated your member profile, you can either **LOG OFF** or return to the **HOME** page for further use, such as lookups for shipmates in the membership directory.

This screenshot is similar to the previous one but includes a callout box:

- Callout:** "When you have updated your record, you can either 'log off' or return to the home USSVI page for other lookups." with arrows pointing to the "Log Off" and "Home" buttons.

Any questions or concerns, please contact Patrick Householder at [njvc@ussvi.org](mailto:njvc@ussvi.org)