

## QUICK AND EASY GUIDELINE FOR OMS

AEGEE-Europe, Rue du Noyer 55, 1000, Brussels, Belgium

## **QUICK AND EASY GUIDELINE TO USE OMS**

## **Online Membership Sytem of AEGEE-Europe**

First thing you have to do is going to: my.aegee.eu and register yourself. You will have a screen to login (1) but that you can also click register. Once you click register, you will see a form in your screen (2) that you have to fill, click register and wait for the confirmation email.

In the confirmation email you will have a link that you have to click and it's done! You are already in OMS.

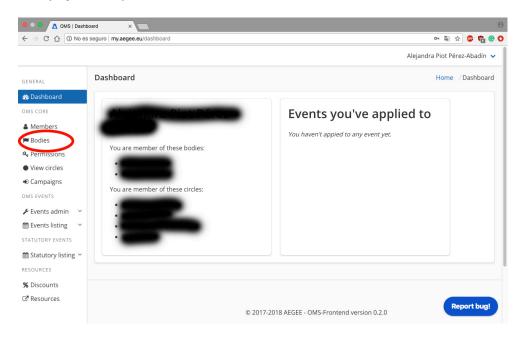
Chrome Archivo Editar Ver	Historial Marcadores Otros usuarios Ventana Ayuda	<sup>46°C</sup> <sub>5010rpm</sub> 🛜 🔹 97% [⊀] Lun 11:14 Q 📰
🖲 🔍 🔍 🛕 OMS   Display single event		6
← → C ☆ ③ No es seguro   my.aeg	ee.eu/login	ବ 🗟 🖈 🚳 📢
		Login
Login		Home /Login
	Email	
	Password	
	-	
	Login Register Forgot your password?	
	© 2017-2018 AEGEE - OMS-Fronten	
	Powered by Online membersh	nip system Report bug!

## (1) Go to the buttom "Register" to join OMS

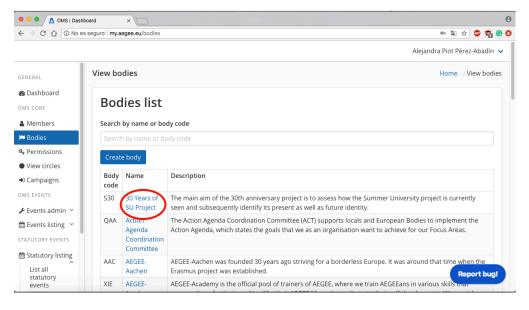
Chrome         Archivo         Editar         Ver         Historia           • • •         • <td< th=""><th>I Marcadores Otros usuarios Ventana Ayuda</th><th><sup>46°C</sup> 중 ♥ 97% [샷]・ Lun 11:14 Q ≔</th></td<>	I Marcadores Otros usuarios Ventana Ayuda	<sup>46°C</sup> 중 ♥ 97% [샷]・ Lun 11:14 Q ≔
← → C ① ③ No es seguro   my.aegee.eu/si	아 책 ☆ 🕲 📬 😌 🔾	
		Login
	Password	
	Type a secure password.	
	Password confirmation	
	Repeat your password.	
	First name	
	E.g. Stephen	
	Last name	
	E.g. Hawking	
	Motivation	
	Why you want to be a member.	
	I agree to the Privacy Policy	
	$\bigcirc$	Penert hurd
	Register	Report bug!

(2) Fill in the form and click "Register"

Once you are in OMS, you will see a screen like this one (3). So now you have to join your local and (in case) the European bodies that you are part of. So, you go to "Bodies" (3), click there, and another screen with all the list of European bodies and locals will appear. You click in yours (4) and, once you are in, you have to click in "Request to join" (5), and wait until the board will accept your request.



(3) Click in "Bodies" to see all the list of European bodies and locals

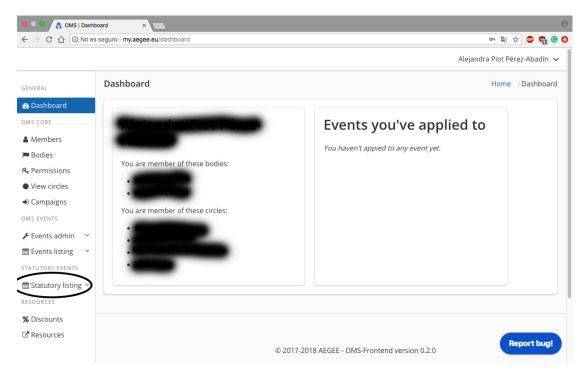


(4) Click in your local/European Body to join it

🗧 🔍 🌒 🛕 OMS   Dashb	oard ×		θ
← → C ☆ ③ No es	seguro   my.aegee.eu/bodies/27		어 🗟 🕁 🕲 🕼
			Alejandra Piot Pérez-Abadín 🗸
GENERAL	View single body		Home /View single body
B Dashboard		30 Yea	rs of SU Project
Members		Title	30 Years of SU Project
🍽 Bodies		Description	, , , , , , , , , , , , , , , , , , ,
A Permissions			University project is currently seen and subsequently identify its present as well as future identity.
<ul> <li>View circles</li> </ul>		Code	\$30
<ul> <li>Campaigns</li> </ul>		Email	su30@aegee.org
OMS EVENTS		Phone	No phone specified.
🖋 Events admin 🗠	View members 嶜	Address	Notelaarsstraat 55
🛗 Events listing \vee	view members	Shadow	No shadow circle assigned.
STATUTORY EVENTS	View join requests 📽	circle	
Statutory listing	Request to join 🚑	Bound circles	
List all statutory	Aud bound sincle @	Name	Description Report bug!
events	Edit body details 🕼	SU30	Three representatives in the function of Project Manager, Financial Manager and

(5) Click in "Request to join" and wait for your board to accept you.

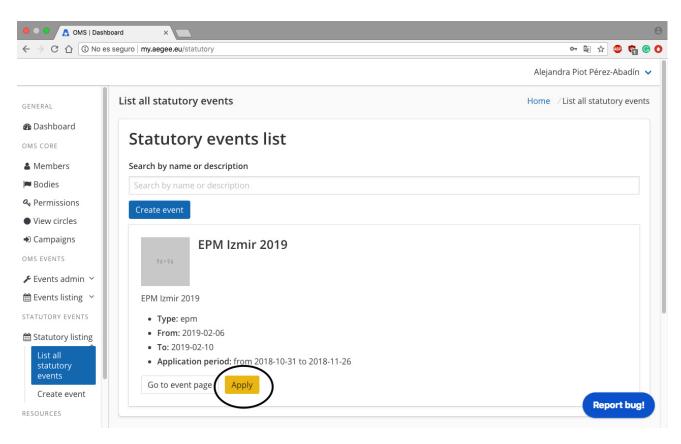
Once you are into your local, you can apply for EPM Izmir! To apply for it, you have to go to "Statutory listing" (6) and then to "List all Statutory events" (7). One you click there, you will have the screen with the event it self, you have to click "Apply" (8) and you will get to the application form that you have to fill in to be able to apply for the event.



(6) Dashboard where you have to go to "Statutory listing"

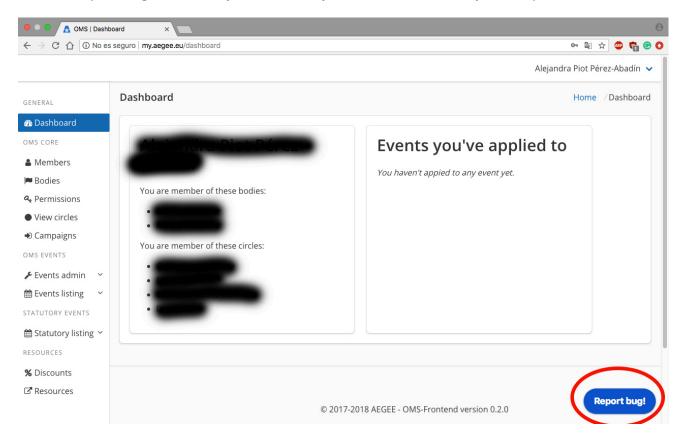
😑 🔍 🔍 🛕 OMS   Dashi	poard ×	θ
← → C ☆ ③ No es	s seguro   my.aegee.eu/dashboard	여 🔤 🚖 🚳 🏫 😨 🔇
		Alejandra Piot Pérez-Abadín 🗸
GENERAL	Dashboard	Home /Dashboard
AB Dashboard         OMS CORE         ▲ Members         ■ Bodies         ④ Permissions         ● View circles         ● Campaigns         OMS EVENTS         ✓ Events admin ~         m Events listing ~         STATUTORY EVENTS         m Statutory listing	You are member of these bodies: You are member of these circles: You are member of these circles:	<b>Events you've applied to</b> You haven't appied to any event yet.
List all statutory events Create event RESOURCES		© 2017-2018 AEGEE - OMS-Frontend version 0.2.0

(7) Click on "List all statutory events" to go to EPM Izmir



(8) Click "Apply" to go to the application form and apply.

If you want to give feedback to the developers, go to the bottom right part of the screen, and click in "Report bug!" (9), there you can write your feedback and they can implement it.



(9) Give your feedback to the developers clicking in "Report bug!"