AKMGMA New Member Website - Info Hub

www.akmgma.org

https://members.akmgma.org/MIC/28438261/28437937/#/InfoHub

Member Login

If you haven't already, you'll need to first create a login



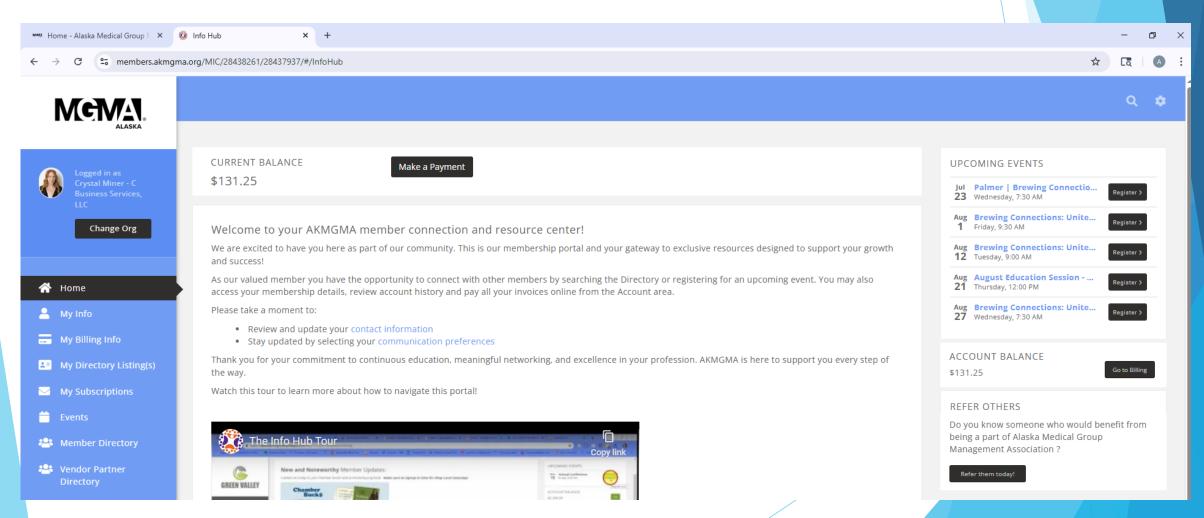
Member Login

- Click "Create One"
- Use the email you get the AKMGMA notifications and it will automatically tie to your membership account

Info Hub Login for Alaska Medical Group Management Association Create Alaska Medical Group Management Association Account Username Create an Account **First Name Password Last Name** Forgot your Username or Password? **Email** ☐ Remember Me Don't have an Account? Sign In Create One Back to Login Submit

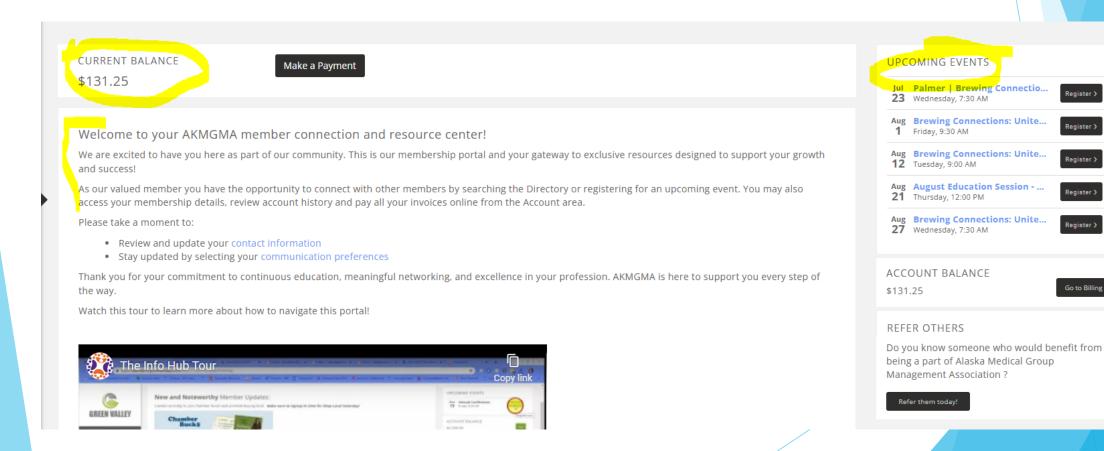
Info Hub

Once you login you'll be at the Info Hub - all things AKMGMA



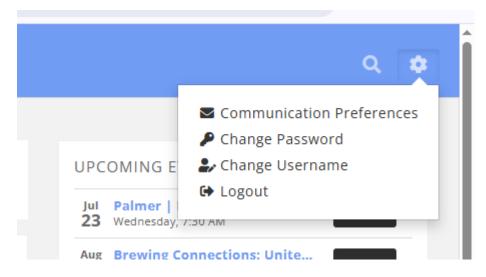
Info Hub - Home Page

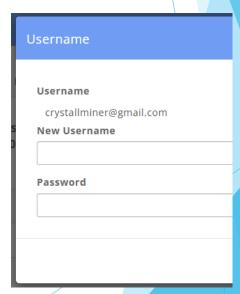
On the Home Page of Info Hub you'll see if you have a current account balance, see the current announcements, and upcoming events



Info Hub - Your Preferences

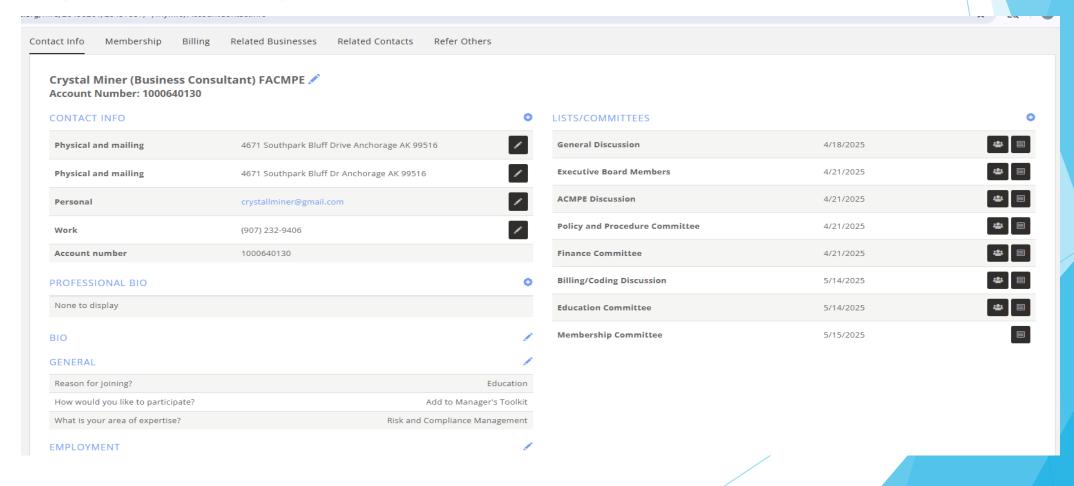
- Change your communication preferences, Password or Username
- The system defaults your email as your Username, you can change it to a different email OR to something not an email at all;)





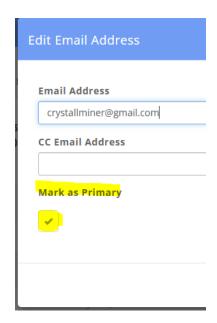
Info Hub - Change Your Information

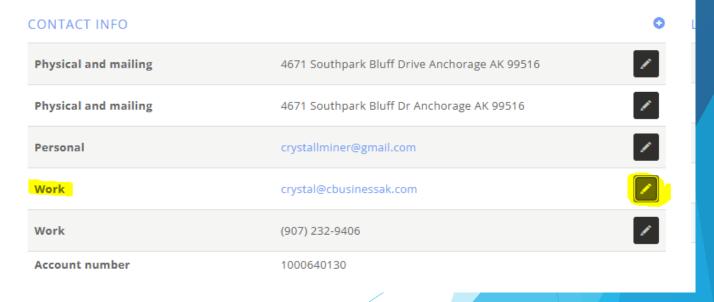
 Under My Info you can change your contact information and join lists/communities (we'll cover this last)



Info Hub - Your Emails

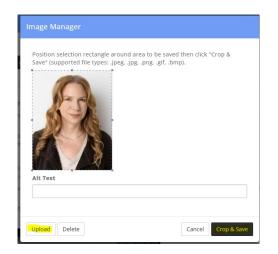
- You can change which email is your "primary" email this is the one that all AKMGMA notices (including email resets) will be sent to
- You can change your WORK email this is the one that will show in the Directory (which will cover in a minute

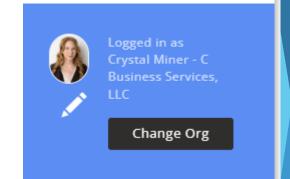




Info Hub - Add your picture

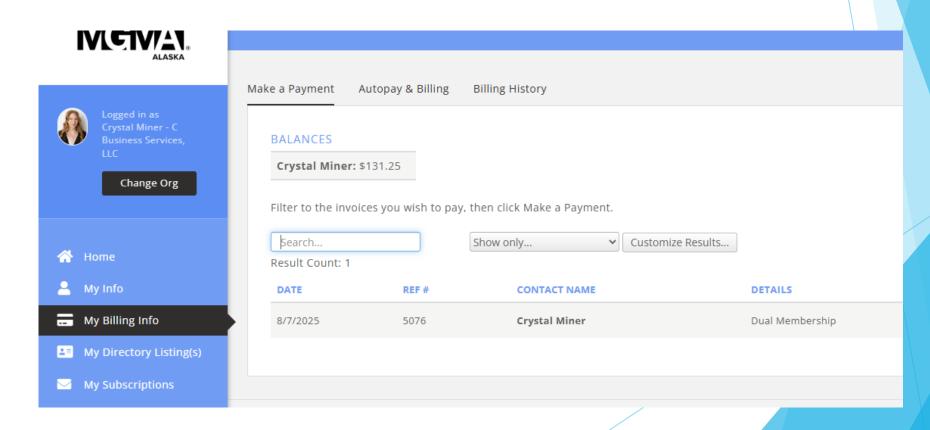
- Under the MGMA logo in the upper left, you can change/add your picture. Click on the pencil icon that shows up when you hover in this location
- In the popup box you can upload your photo (drag and drop, or click "Upload" then adjust the crop to the desired location and click "Crop & Save"





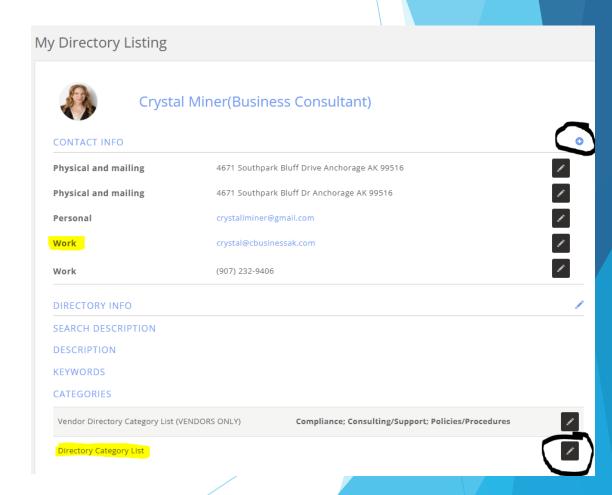
Info Hub - Billing information

- Check out your billing history (as of 04/2025) and pay any outstanding invoices
- Any questions email <u>admin@akmgma.org</u>



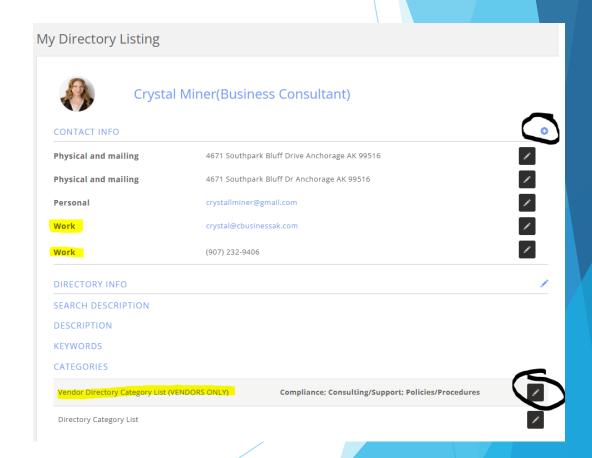
Info Hub - My directory listing - Member Directory

- The MEMBER directory lists only your WORK email; add or edit as needed
- Members can be sorted by DIRECTORY CATEGORY
- If you use the Vendor Directory categories and are NOT a Vendor Partner, these categories will not be seen in the directory
- If you need a category added to the directory listing, email <u>admin@akmgma.org</u> with the requested category



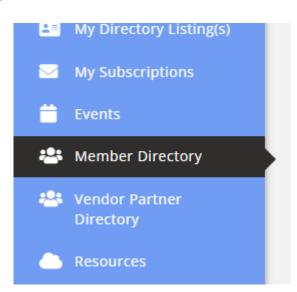
Info Hub - My directory listing - Vendor Partner Directory

- The VENDOR PARTNER directory lists your
 - MAIN and WORK phone numbers
 - WORK email
 - Website
 - Add or edit as necessary
- Vendor Partners are sorted by VENDOR DIRECTORY CATEGORY
- If you need a category added to the directory listing, email admin@akmgma.org with the requested category

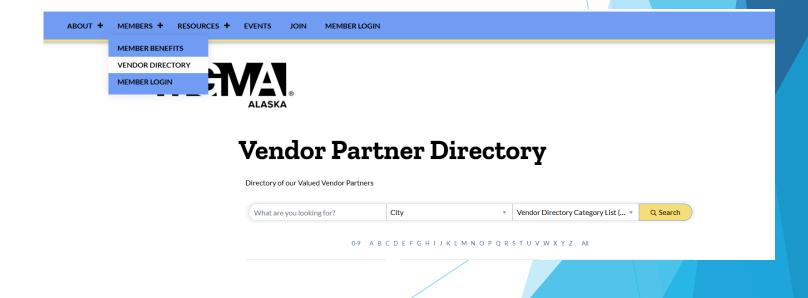


Info Hub - Directory Listings

The Member Directory is ONLY available through Info Hub to current members and vendor partners

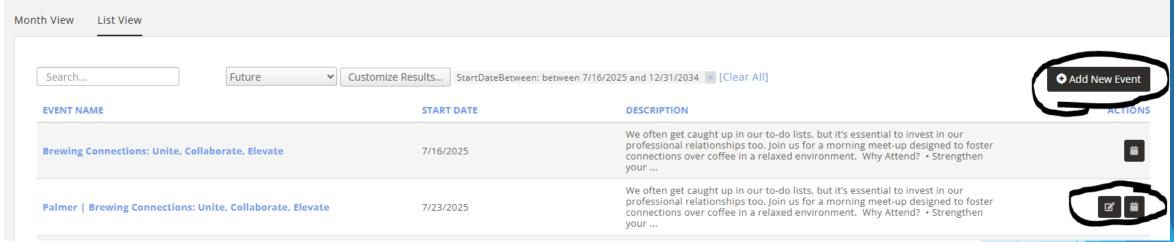


The Vendor Partner Directory is available through Info Hub AND the main website



Info Hub - Events

- Events are best seen in List View
- You can register for events, add events to your calendar, OR list your own events



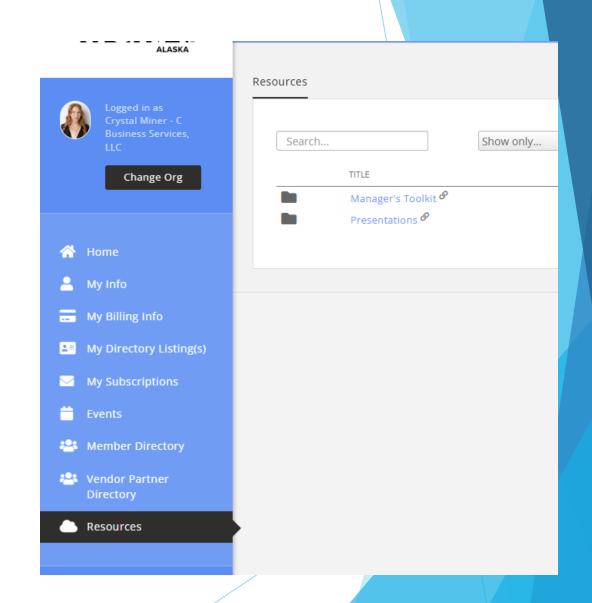
- Events listed here are also listed on the website
- Only Staff can add registrations to events or sent out mass emails to members/registrants, contact admin@akmgma.org to learn more



Main Calendar

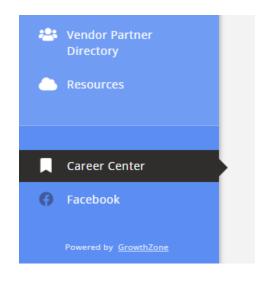
Info Hub - Resources

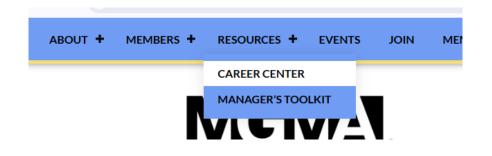
- This is where member only resources are located including the Manager's Toolkit and the current year's annual conference presentations.
- If you have resources to share, including articles, send them to admin@akmgma.org for uploading.
- If you believe a resource needs to be updated or edited, email admin@akmgma.org



Info Hub - Career Center

- The Career Center is for listing any open positions members have. Currently, it is free for a 15-day post and \$3.00 for a 30-day post. You can create as many posts as you like, as often as you like.
- Postings show up in the Info Hub Career Center as well as on the main website





Info Hub - Lists/Committees

- Back under "My Info" is where you can add yourself to various lists/committees - these are the Community Discussion Boards
- The General Discussion is for Active Members only. All other Committees and Discussion boards (except the Executive Board Members) is open to all member types.
- Click the + to see all of the Committees and Discussion boards you can join
- If you would like to be removed from a Committee/Discussion Board, just reach out to admin@akmgma.org
- Clicking the will take you to the Community Page
- Clicking will show you a list of everyone who is in that Committee/Discussion board.

LISTS/COMMITTEES		0
General Discussion	4/18/2025	
Executive Board Members	4/21/2025	
Policy and Procedure Committee	4/21/2025	
Finance Committee	4/21/2025	
Membership Committee	5/15/2025	
Education Committee	8/7/2025	