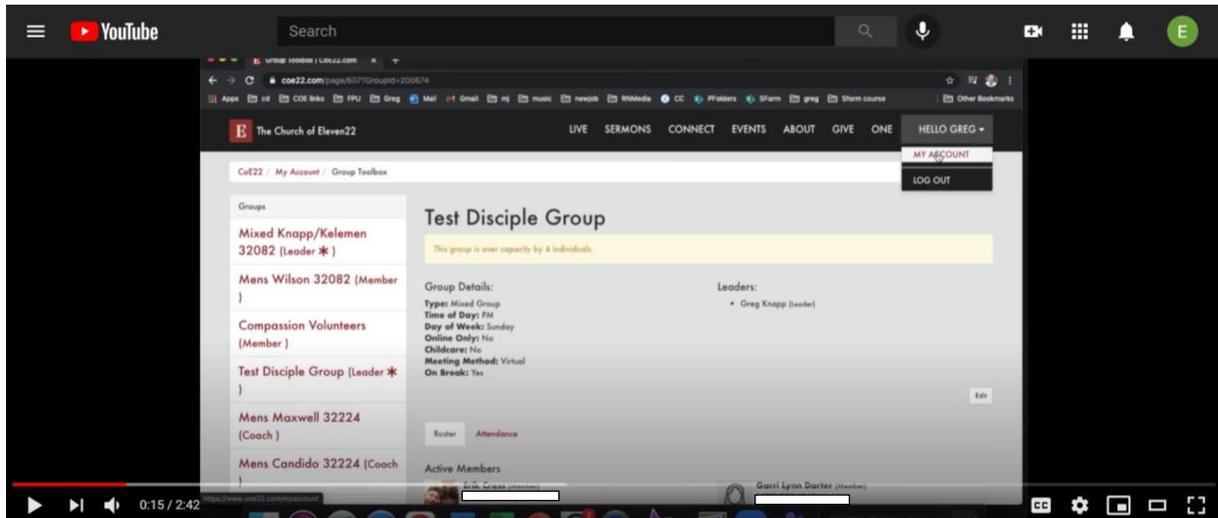


ADD PENDING MEMBERS

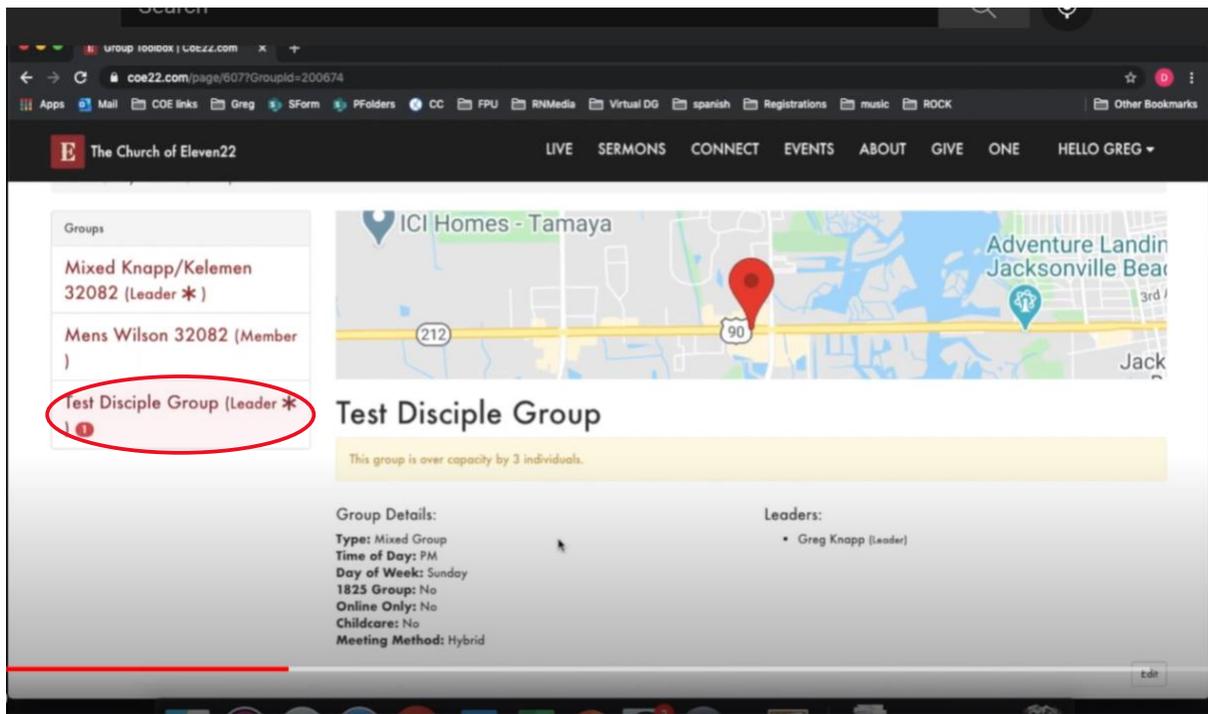
<https://www.youtube.com/watch?v=tGnj0MqRtpM>

1. If logged in, your name will be in the right-hand corner (if not, log in first). Click on your name, then click "My Account."

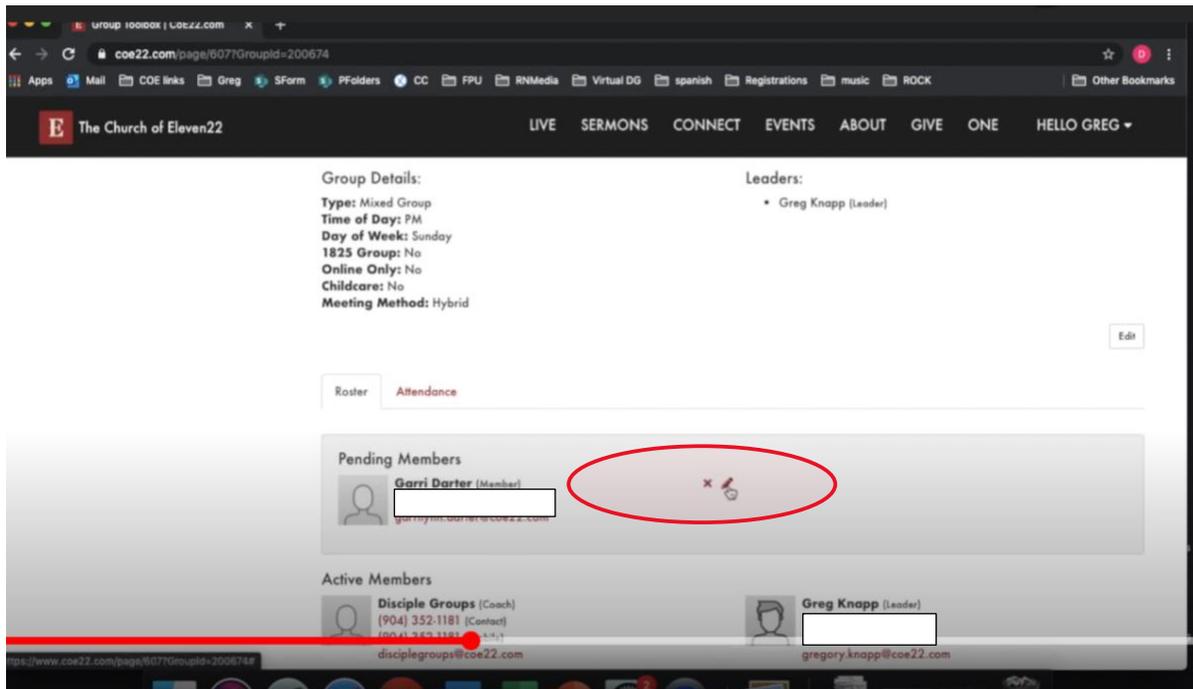


2. If you have pending members, there will be a number in a red bubble beside your group name.

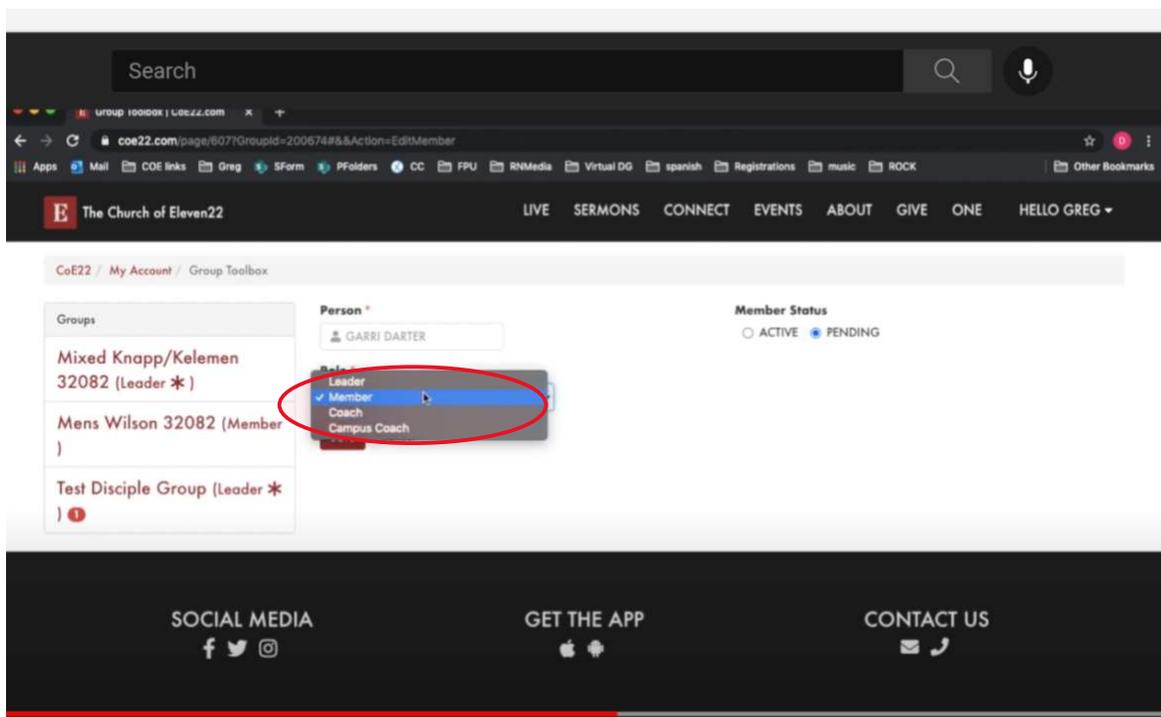
3. Click on your group name.



4. Hover over the name of the pending member's name and click the pencil icon that appears to the right.



5. Select role for the new member using the drop down menu.



6. Click on the box next to "ACTIVE".

7. Be sure to "Save".

