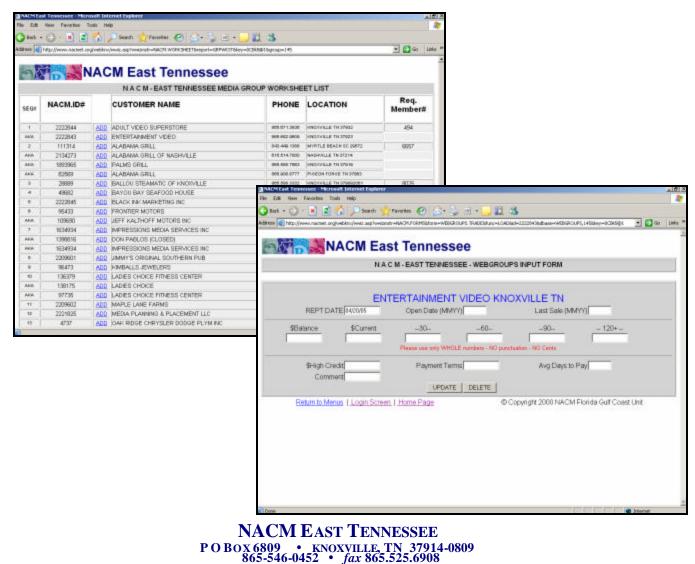


TRADE EXPERIENCE REPORTING VIA-THE-WEB

From NACM East Tennessee

Enter and report your group-meeting trade experience information, over the Internet, by using our website at *www.nacmet.org*. Bring up the main page in your web browser software, click on the Member Login button, and enter your password.

Click on the WORKSHEET function, and the complete list will be displayed (see below). Click on ADD to input your A/R experience, or on CHANGE to revise a previous entry. Press the UPDATE button to send the information directly to NACM East Tennessee, where the information is reviewed and then posted to our database. Click on the WORKSHEET REVIEW function to verify the data. You can also print the pages for reference. It's fast and easy – another new feature from NACM!



www.nacmet.org