

## AutoRegister – Classic Car Enthusiasts

USERNAME	
PASSWORD	

AR3

Thank you for your interest in [www.AutoRegister.co.uk](http://www.AutoRegister.co.uk)

We have designed this guide to setting up and maintaining your account so you can get the most out of the website.

You have administration rights to your own account, which consists of a user profile and car pages. Changing your information at regular intervals will keep your listing fresh and interesting.

If you have any questions or problems, please email [info@autoregister.co.uk](mailto:info@autoregister.co.uk)

### [1] CREATE YOUR ACCOUNT

All users must create a FREE account in order to use the website.

1. Click **CREATE AN ACCOUNT** on the **red menu bar**
2. Fill in the form
3. Tick box to agree to our Terms & Conditions
4. Click **CREATE ACCOUNT**
  - Make a note of your username and password; you'll need this information to access the site in future
  - To maintain your privacy, only your username will appear on the website
  - You can change any of your details at any time
5. You will be taken to a **NEW CAR** page – you can add a car now or skip this section by
6. Clicking your username on the **red menu bar** to access your **PROFILE** page
7. To logout, click **LOGOUT** on the **red menu bar**

### [2] ACCESS YOUR ACCOUNT

AutoRegister uses on-page editing which means that you have full access to all the pages on the website but only you can see and edit your own information.

1. Click **LOGIN** on the **red menu bar**
2. Fill in your username and password
3. Click the **LOGIN** box
4. You are now logged in to your **PROFILE** page and can edit your account.
  - Click on your username on the red menu bar any time you need to return to your profile page

### [3] **EDIT YOUR ACCOUNT**

Change personal details on your account.

1. Access your account and open your **PROFILE** page
2. Click **EDIT ACCOUNT** (under profile name)
3. Change your contact details, username and password as required
4. Click **UPDATE ACCOUNT** when finished

### [4] **ADD A NEW CAR**

Add a new car to your account.

1. Access your account and open your **PROFILE** page
2. Choose a make and model from the drop down list
3. Add the year, engine size in cc, colour and body type
4. Add a description or history of the car (you will see a preview)
5. Click **CREATE** to add car
  - Photos are added separately – see **ADD PHOTOS TO CAR PAGE**

### [5] **EDIT A CAR**

Change details on your car page.

1. Access your account and open your **PROFILE** page
2. Click on the car photo to open car page
3. Under car name click **EDIT THIS CAR**
4. Change details as required
5. Click **UPDATE**

### [6] **ADD PHOTOS TO CAR PAGE**

Add photos to the gallery.

1. Access your account and open your **PROFILE** page
2. Click on the car photo to open car page
3. Click **ADD A PHOTO** under car name
4. Add the **TITLE** i.e. 1969 Morris Minor or Fred's Morris Minor
5. Add a short **DESCRIPTION**
6. Identify your photo you want to use with **BROWSE**
7. Click **UPLOAD**

- You do not need to resize photographs. As long as they are in a landscape format, and between 640 and 960 pixels wide, they will fit. Larger pictures will be scaled to fit automatically by the website
8. You can add more photos in the same way

## [7] ADD YOUR NAME TO A CLUB

Link your username with a club.

1. Access your account and open your **PROFILE** page
2. Click **CLUBS** on [blue menu bar](#)
3. Find the club page using the directory
4. Under **MEMBERS** you will see a **JOIN THIS CLUB** link
5. Click the **JOIN THIS CLUB** link to add your name to the club
6. Add your name to other clubs in the same way
  - You must be a fully subscribed member of a club to claim membership
7. You can remove your name from a club by following the instructions above and clicking **REMOVE ME FROM THIS CLUB** listed under **MEMBERS**

## [8] ADD LINKS TO YOUR PROFILE

Create links to your favourite websites.

1. Access your account and open your **PROFILE** page
2. Click **ADD A LINK**
3. Add name of link e.g. AutoRegister
4. Add full website address e.g. <http://www.autoregister.co.uk>
5. Click **CREATE LINK** or **CANCEL**
  - You can add up to three links. These must not be of a commercial nature i.e. businesses but feel free to add registers, motoring sites, national clubs or federations, charity sites and personal websites. We'll make an exception for businesses, which have paid to advertise on the site.
6. You can remove the link by following the instructions above and clicking on **(X)**

## [9] USING THE FORUM

As a user you can post on the forum.

1. Access your account and Click **FORUM** on [blue menu bar](#)
2. Click on the forum name or **VIEW** previous post
3. Click **NEW TOPIC** or **REPLY TO TOPIC**
4. Write your post and click **POST TOPIC** or **CANCEL**

5. Click any menu button to exit forum

- The forum can only be accessed by people who have registered on the site but all posts are public and will appear on the website