# Registration

## Creating an Account on a HUB

1. Navigate to the front page of the HUB (e.g. **https://yourhub.org/** ).
2. Click the **Register** link.
3. Under the *Login Information* section, provide a username in the **User Login** textbox.  It can only contain lowercase letters and numbers.  No spaces or punctuation can be used in the username.
4. Press tab or click to the **Password** textbox.  If the text that appears below **User Login** states that the User login name is not available, then repeat the previous step with a different username.
5. Provide a password in the **Password** textbox. Ensure it follows the list of rules mentioned below the **Password** textbox.
6. Repeat the same password in the **Confirm Password** textbox.
7. Under the *Contact Information* section provide a name in **First Name**, **Last Name** textboxes.
8. Provide a valid e-mail address in the **Valid E-mail** textbox.

   **Note:** The e-mail address must be valid since a confirmation e-mail will be sent that has an activation link that must be used to activate the account.

9. Under the *Receive Email Updates* section, select from the drop down on whether or not to receive email updates from the HUB.
10. In the *Human Check* portion, type the characters shown in the image in the textbox directly below the image.  If the image didn't appear or is unclear, click the **click to renew CAPTCHA** link to refresh.
11. Under *Terms & Conditions* click the **Terms of Use** link to open and read the terms. Check the box provided to indicate agreement to the terms.
12. After verifying all information provided is correct, click **Create Account**.
13. Check the inbox of the e-mail provided for the confirmation e-mail.
14. Navigate to the activation link provided in the e-mail.  Provide the account credentials when prompted to login.  Once logged in, the account will be successfully activated.