To create an INDIVIDUAL Birdnest webpage.

Go to <u>www.birdnest.org</u>, log on and a page is created within the next 4 hours.

| www.birdnest.org | Birdnest Help |
|---|--|
| Enter your username and password below to create your INDIVIDUAL Birdnest web account. | Enter Username Enter Password |
| Please validate using your WIN or ACC username and password. Username: Password: Create Web For an ORGANIZATION Birdnest web account, the | |
| organization's faculty/staff advisor will need to fill out this form: Student Organization and Generic Web Request Form | |
| - OR - | |
| For example: n order to visit the web belonging to "smithj2", you would simply visit http:/ www.birdnest.org | /www.birdnest.org/smithj2/ Birdnest Help |
| Enter your username and password below to create y Birdnest web account The w | vebpage will be created within 4 hours veb address will be http://www.birdnest.org/username |
| Congratulations Your web will be created within the next 4 hours Your web address will be htt http://www.birdnest.or | rg/username |
| - OR - | |
| | |

Please note: These instructions are related to INDIVIDUAL web pages. Specifically for faculty, staff and students. See next page for instructions on creating a webpage for a club or organization.

To create a Birdnest webpage for a **club or organization**.

The group's faculty/staff advisor needs to submit a request using the form at www.winthrop.edu/technology under Faculty & Staff Services.



When an organization site is set up, the person requesting the site is asked to provide the usernames of all those who need "author" access. Generic accounts are NOT allowed authors for websites because of limited accountability for webpage contents.