

<http://www.hsmmai.org/admin/index.cfm>

Your username is:

Your password is:

A screen will come up and you will click on HSMMAI Events.

Click on Add New Event.

Choose the type of event (usually Chapter Event) and add information in the appropriate areas. (Make sure you don't hit the "enter" key because it will close the screen and you will have to re-enter the event to finish)

When you are done, click on add.

You can then go to www.hsmmai.org and look for the event in our event calendar.