

Carpenters.org Member Account Creation

UBC INFORMATION
TECHNOLOGY

Table of Contents

Member Account Creation 2

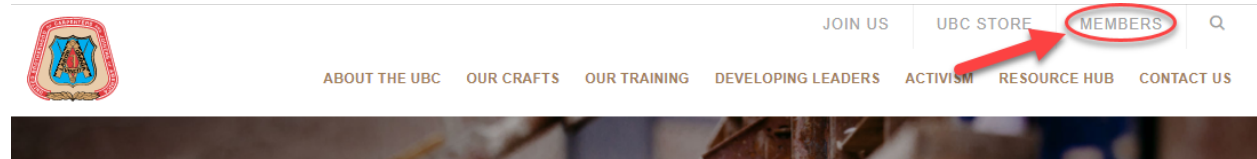
Forgot Username 6

Forgot Password 8

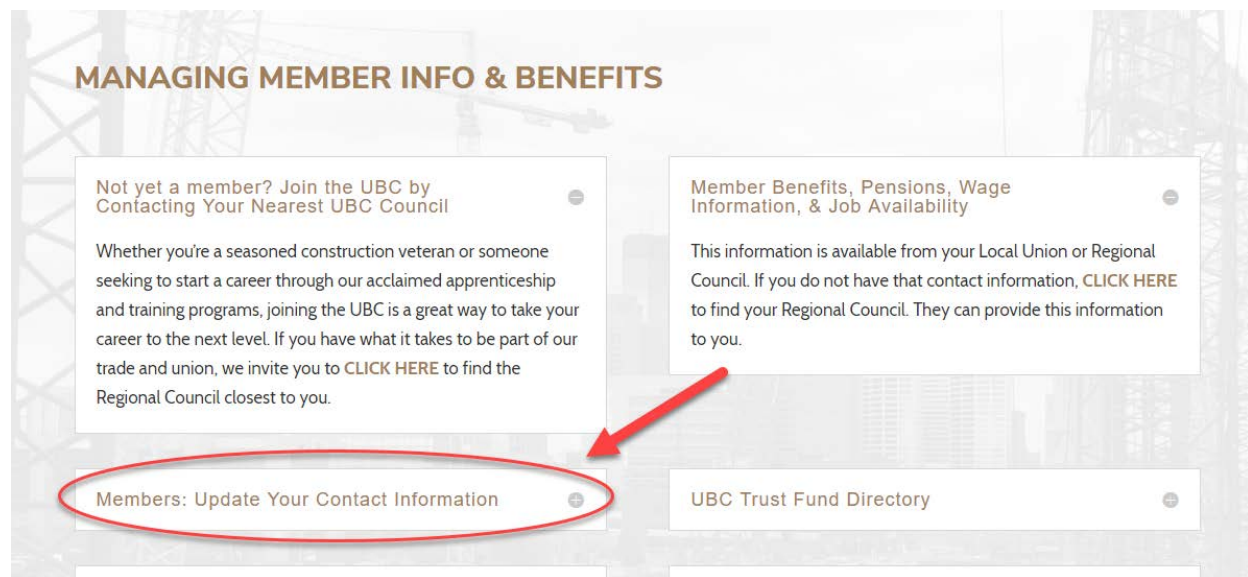
Update Password 10

Member Account Creation

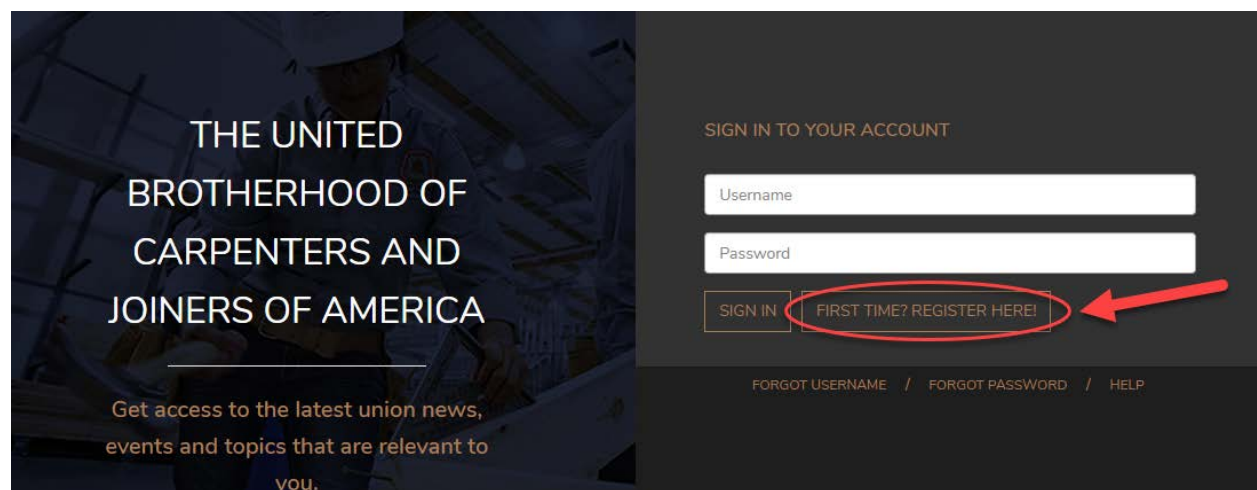
1. Navigate to the Carpenters.org website. Select the Members link from the home screen.



2. Under the “Managing Member Info & Benefits” heading, select “Members: Update Your Contact Information”.



3. Click the “First Time? Register Here!” button.



4. Enter the following information. If you do not know your UBC Member ID please contact your Local Union Office or your Regional Council for assistance <https://www.carpenters.org/regional-council/>
- UBC Member ID – This can be found on your Training Verification Card (TVC)
 - Last Name
 - Birth Date
 - Username – Must be unique and can be of your own choosing.
 - E-mail address

Check the “I’m not a robot” box then click the “submit” button.

Register / Create an Account

* - denotes a required field

UBC Member ID *

U55556666

Last Name *

Carpenter

Birth Date *

01/01/1975

Format: YYYY-MM-DD or MM/DD/YYYY

Username *

George.Carpenter

E-mail Address *

gcarpenter@carpenters.org



I'm not a robot



reCAPTCHA
Privacy - Terms



Submit

Cancel

5. If submission is successful you see the following screen:

Register / Create an Account

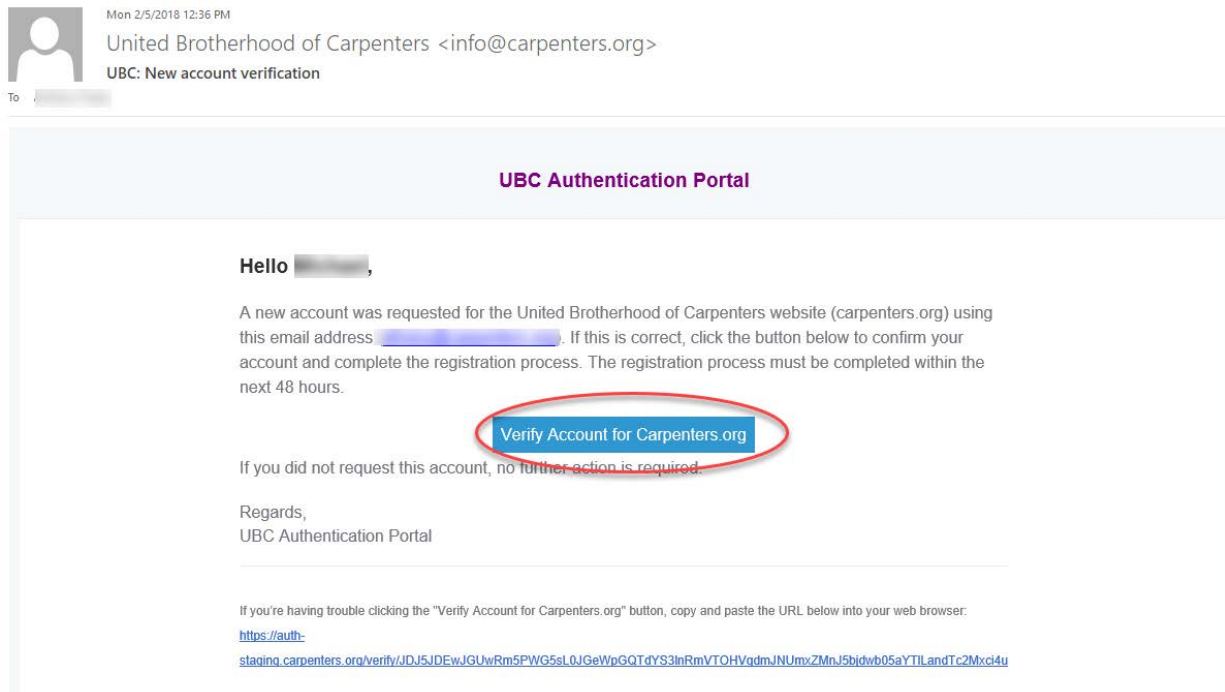
A verification email has been sent to [redacted]@carpenters.org. Follow the instructions in the email to complete registration within the next 48 hours.

If you do not receive the email within the next 15 minutes, please check the following:

- Verify that the email address provided is correct. If not, [CLICK HERE to re-register](#).
- Look for the e-mail in the Junk/Spam folder.
- [CLICK HERE to re-register](#) using an email address from a different email provider.

You will receive a verification e-mail with 5 to 10 minutes, be sure to check your spam folder. If the e-mail does not arrive you will need to re-register using a different e-mail address. This can be done by clicking the “CLICK HERE to re-register” link and repeating step 4 of this guide.

6. Upon receiving the e-mail, click on the “Verify Account for Carpenters.org” button.



7. Enter a new password and then confirm your new password in the fields provided. Be sure your password meets the minimum requirements, then click the "Submit Button"

Change Password

* - denotes a required field

Thank you for verifying your account and using email address []@carpenters.org]

Please select a password:

New Password *

Confirm New Password *

1. Passwords must be at least eight characters long
2. Must contain characters from three of these four categories:

- Uppercase characters (A thru Z)
- Lowercase characters (a thru z)
- Base 10 digits (0 through 9)
- Non-alphanumeric characters:
~!@#\$%^&*~+~\(){}|:~'"><.,?/

8. If successful, the following screen will appear and you will be able to login to your account using your new Username and Password.

THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA

Get access to the latest union news, events and topics that are relevant to you.

SIGN IN TO YOUR ACCOUNT

- Registration successful. Please log in.
- Email updated.

Username

Password

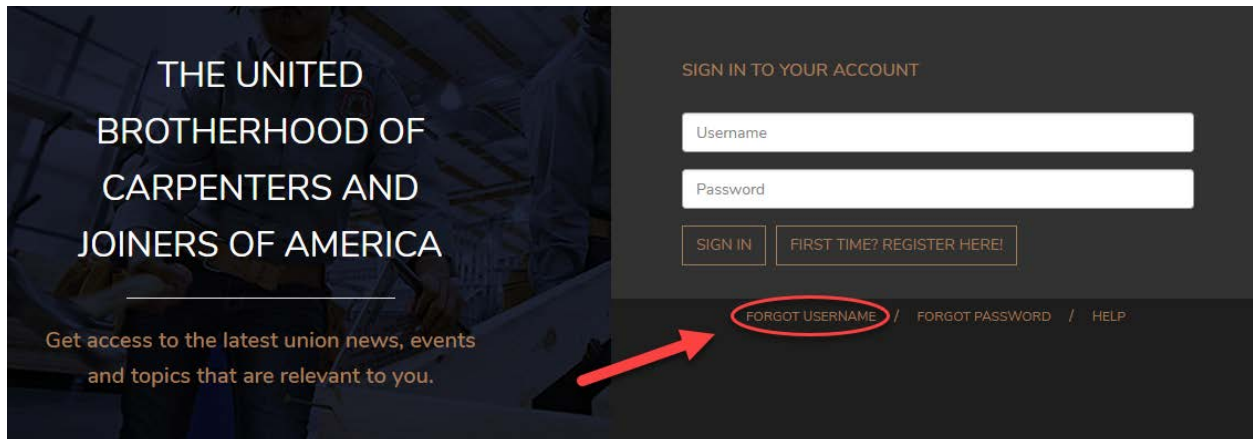
SIGN IN FIRST TIME? REGISTER HERE!

FORGOT USERNAME / FORGOT PASSWORD / HELP

Forgot Username

If you have forgotten your username please follow these steps to retrieve it.

1. Click the “Forgot Username” link from the login screen.



2. Enter your UBC Member ID - This can be found on your Training Verification Card (TVC) then enter the e-mail address originally used to sign up for your account and click submit. If you do not know your UBC Member ID or the e-mail address used to create your account please reach out to your Local Union Office or Regional Council for assistance <https://www.carpenters.org/regional-council/>


Request Username

* - denotes a required field

If the information entered matches our records, a verification email will be sent to the specified email address. Follow the instructions in the email to retrieve your Username.

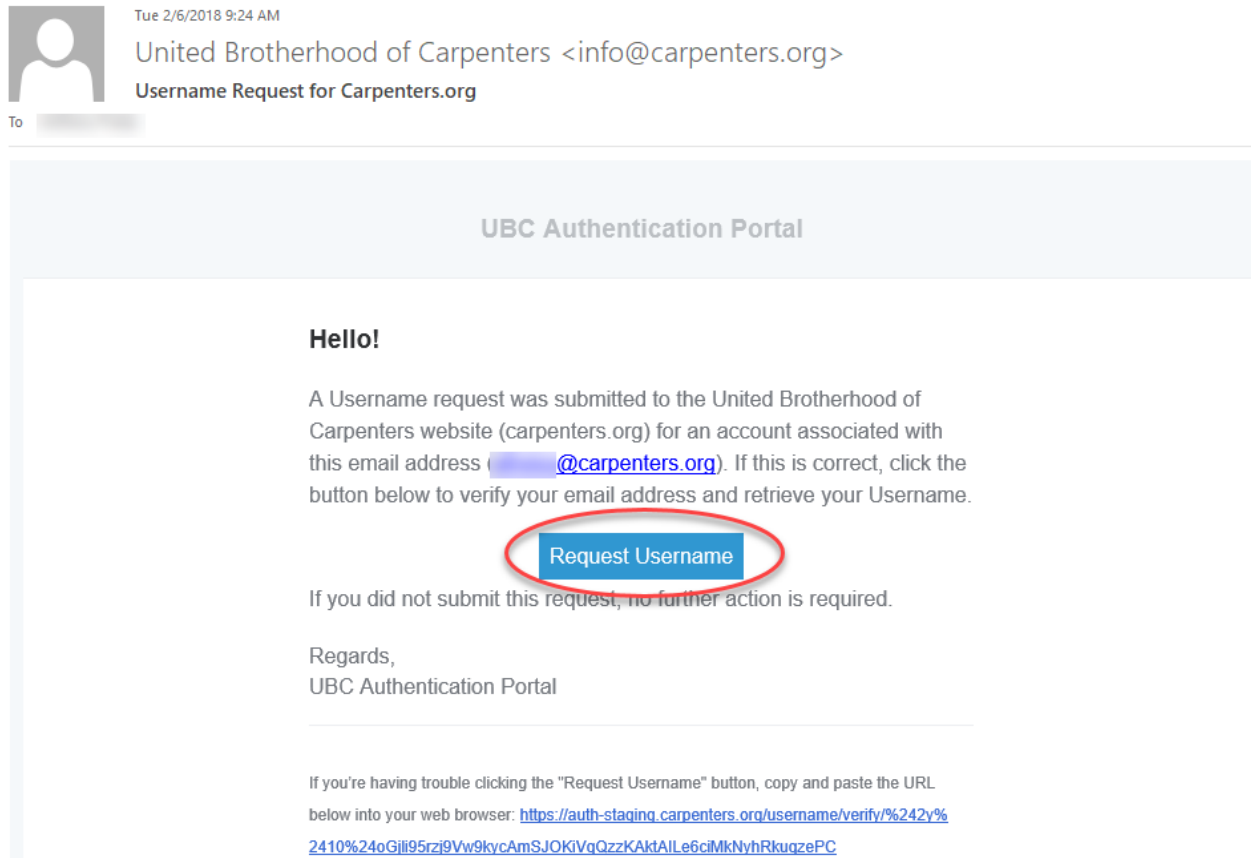
UBC Member ID *

E-mail Address *

I'm not a robot  reCAPTCHA
Privacy - Terms

3. If the submission is successful, you will receive an e-mail containing a link to your username within 10 minutes.

4. Upon receiving the e-mail, click on the "Request Username" button.



5. You will then be directed to a screen displaying your username and an option to log into carpenters.org.

Request Username

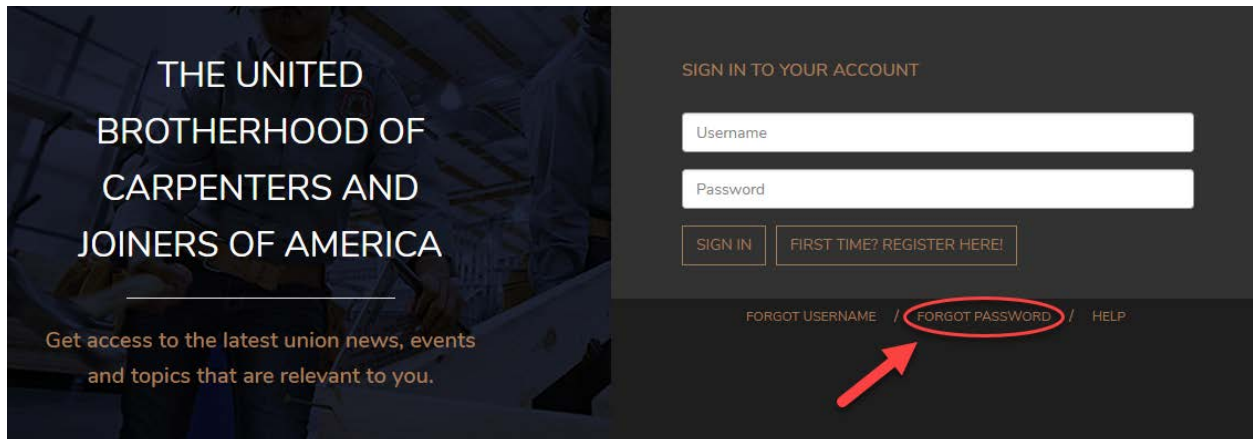
Your Username is: test

Log In

Forgot Password

If you have forgotten your password please follow these steps to retrieve it.

1. Click the “Forgot Password” link from the login screen.



2. Enter your UBC Member ID, this can be found on your Training Verification Card (TVC), then enter the e-mail address originally used to sign up for your account and click submit. If you do not know your UBC Member ID or the e-mail address used to create your account please reach out to your Local Union or your Regional Council for assistance <https://www.carpenters.org/regional-council/>


Password Reset Request

* - denotes a required field

If the information entered matches our records, we will email you a one-time login and instructions to reset your password.

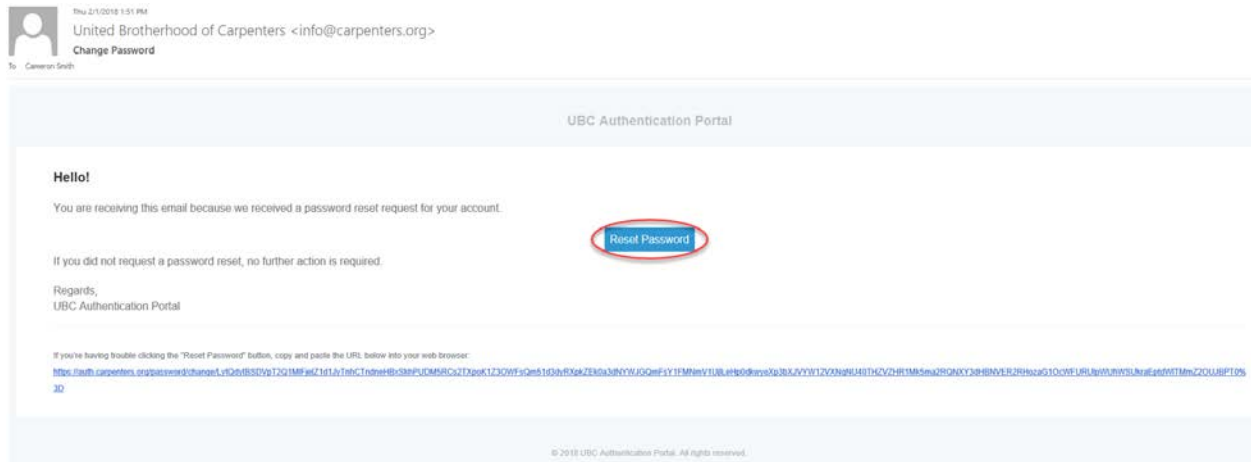
UBC Member ID *

E-mail Address *

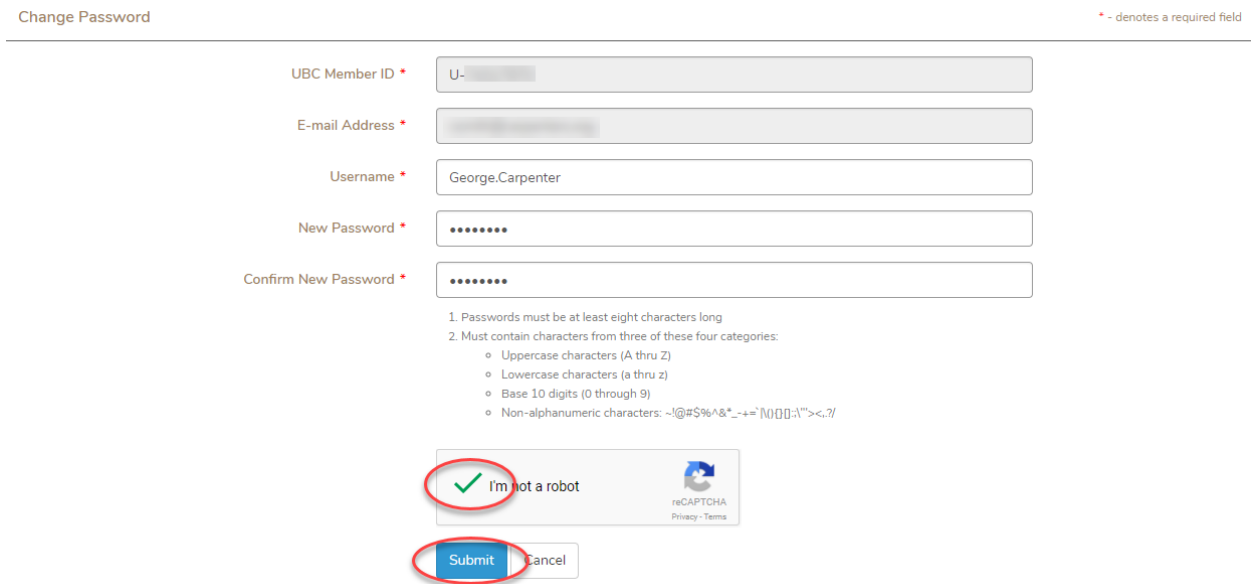
I'm not a robot  reCAPTCHA
Privacy - Terms

3. If the submission is successful, you will receive an e-mail containing a link to retrieve your password within 10 minutes.

4. Upon receiving the e-mail, click the “Reset Password” button.

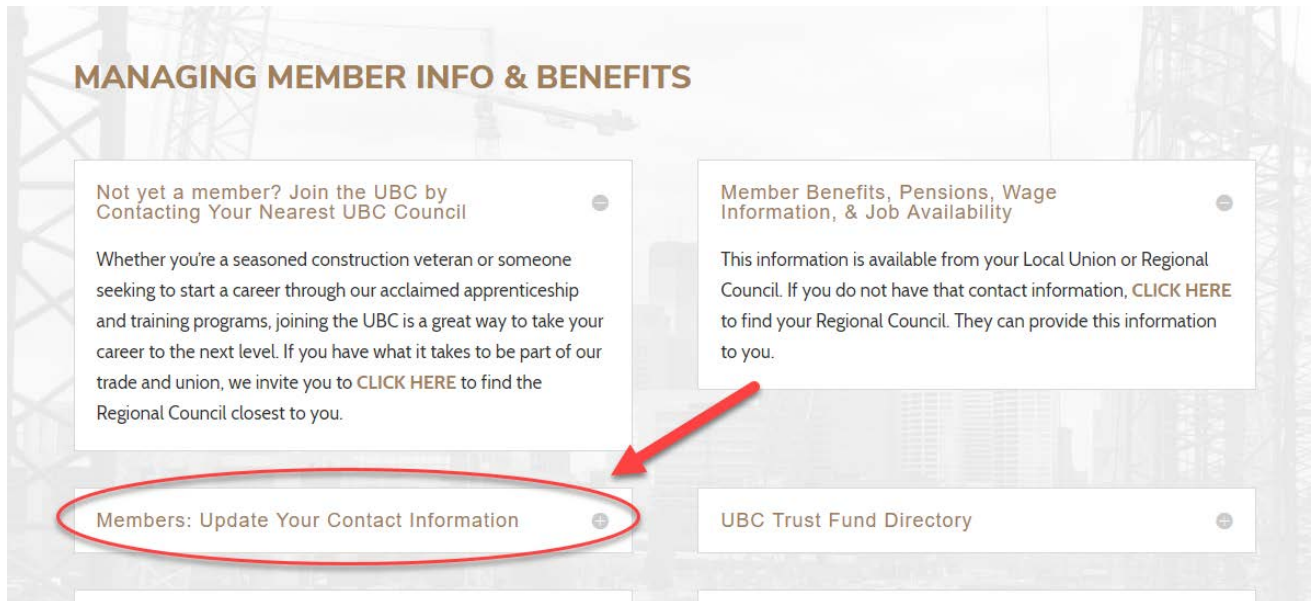


5. A new webpage will load asking you to confirm your Username, and then create and confirm your New Password. When you have filled out all of the required fields, click the “I’m not a robot” button, then click “Submit”.



Update Password

1. Navigate to the Carpenters.org website. Select the Members link from the home screen.
2. Under the “Managing Member Info & Benefits” heading, select “Members: Update Your Contact Information”.



3. On the profile page click “Change Password”

ZIP/Postal Code *

Country *

Phone

Mobile Phone

Receive Newsletter?

4. Enter in your current carpenters.org password then enter in your new password and confirm. Click "Submit."

Change Password * -

Old Password *

New Password *

Confirm New Password *

1. Passwords must be at least eight characters long
2. Must contain characters from three of these four categories:
 - o Uppercase characters (A thru Z)
 - o Lowercase characters (a thru z)
 - o Base 10 digits (0 through 9)
 - o Non-alphanumeric characters: ~!@#\$\$%^&*_-+=`\'()\[\];'":<.>?,/

5. Upon successful completion you will be taken back to the profile page and receive a message displaying "password updated."