



# ROYAL ZOOLOGICAL SOCIETY OF NSW

As a RZS NSW member you can view member-only content, sign up for events, and interact with other members through discussion forums, and blog posts.

You can also perform self-service functions such as updating your profile, paying invoices, and renewing your membership. In this quick guide, we'll help you get started, and show you how to manage your membership.

You can access the RZS NSW site on a desktop or mobile device.

## Logging in

You must log into your RZS NSW account if you want to access member-only pages on your RZS NSW site, or if you want to perform self-service functions such as changing your email preferences or paying an invoice.

Point your browser to <https://rzsnsw.org.au>

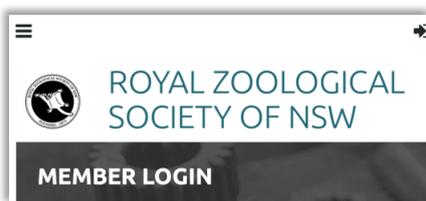
At the top right of the site, click on the orange person. On a mobile device this is rectangle with an arrow. You can then enter your **email** and **password**.

If you forget your password, you can click 'Forgot Password' (see below).

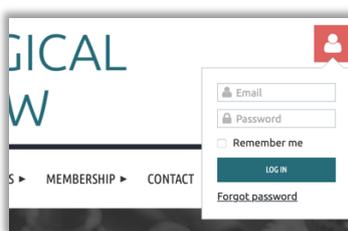
If you forget which email address you use to log in, contact us at [office@rzsnsw.org.au](mailto:office@rzsnsw.org.au).



Desktop website



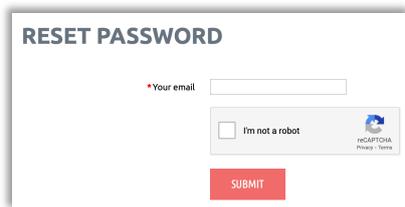
Mobile website



Login panel

## Changing your password

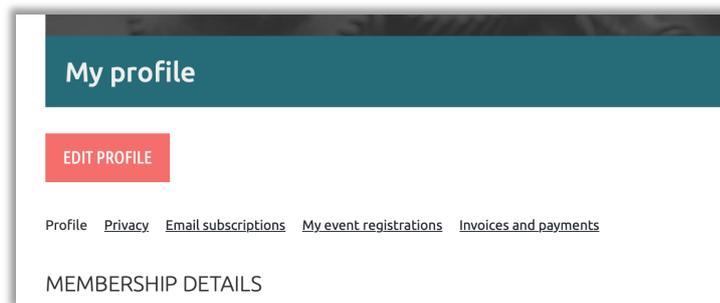
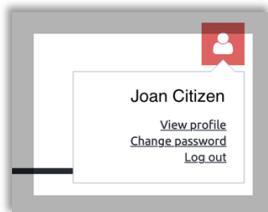
If you forget your password or want to change your password, you can do so by clicking the 'Forgot password' link in the login panel. This will then ask you to enter your email address and complete a reCAPTCHA. If the email matches one in our system you will be sent an email with instructions on how to change your password.



Password reset panel

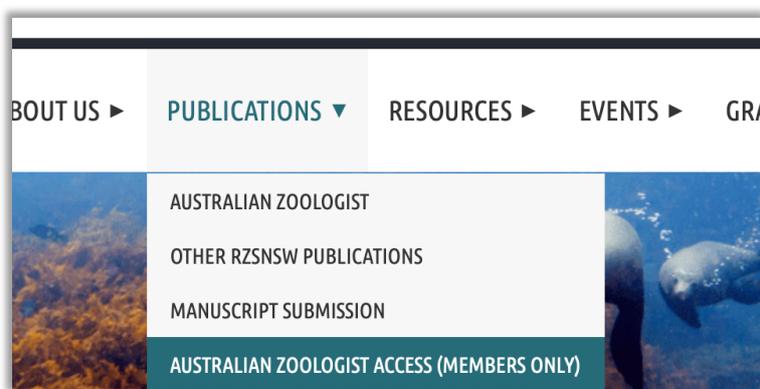
## Updating your profile

Once logged in, you can click on the icon on the top right of the site to log out, change your password, or view your profile. Your profile will give you access and allow you to edit your details, allow you to change your email subscriptions, view event registrations and view past payments. You can also update/renew your membership details.



## Accessing publications

If your membership includes access to *Australian Zoologist*, you can access the full text through the rzsnsw.org.au site. Log in at [rzsnsw.org.au](https://rzsnsw.org.au) (see above). Once logged in, select the publications menu and the 'AUSTRALIAN ZOOLOGIST ACCESS (MEMBERS ONLY)' menu item. This menu item will take you directly to the *Australian Zoologist* site and provide full access. This menu item is only visible to members with publications who are logged in.



## Need help?

If you are still having problems with the RZS NSW site, contact us at [office@rzsnsw.org.au](mailto:office@rzsnsw.org.au)