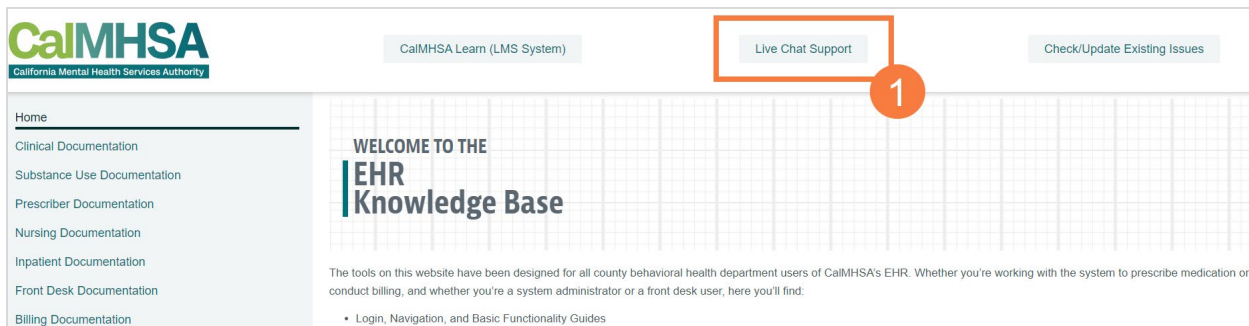


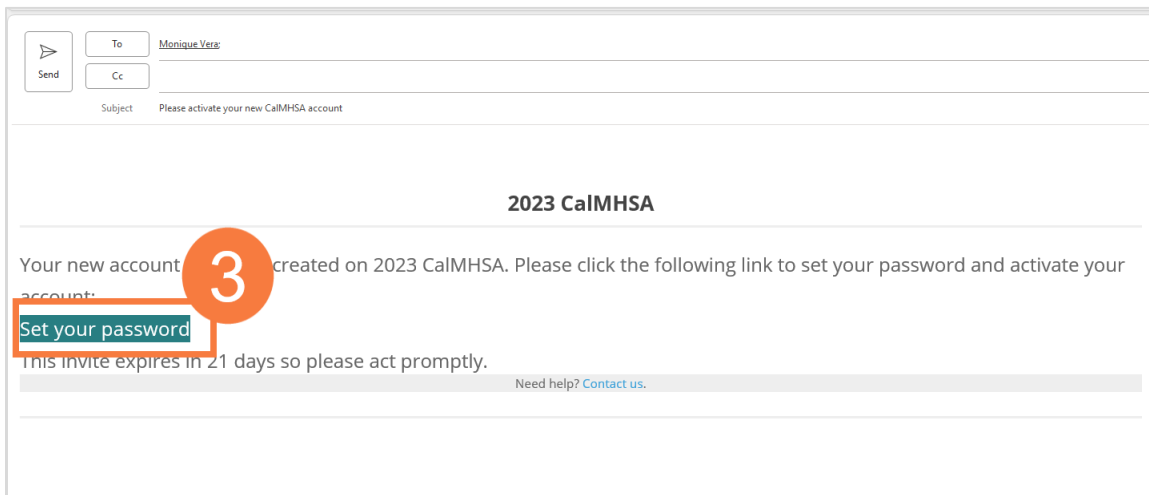
HOW TO REGISTER FOR A CALMHSA 2023 WEBSITE ACCOUNT

To request a login for the <https://2023.calmhsa.org/> website, follow the steps below:

1. Navigate to [Home - 2023 CalMHSA](#) and click the **Live Chat Support** button.



2. Enter the Live Chat and let the representative know you need a login to the 2023 website.
 - a. You may be required to provide your title and reason you will need access.
3. Once you have been added as a user, you will receive the email pictured below. **Click the Set your password button.**



4. This will take you to the Set Your Password page. Enter your new password twice.
 - a. This should be at least 7 letters, including an uppercase letter, special character, and a number.
5. **Click Change Password** to confirm.

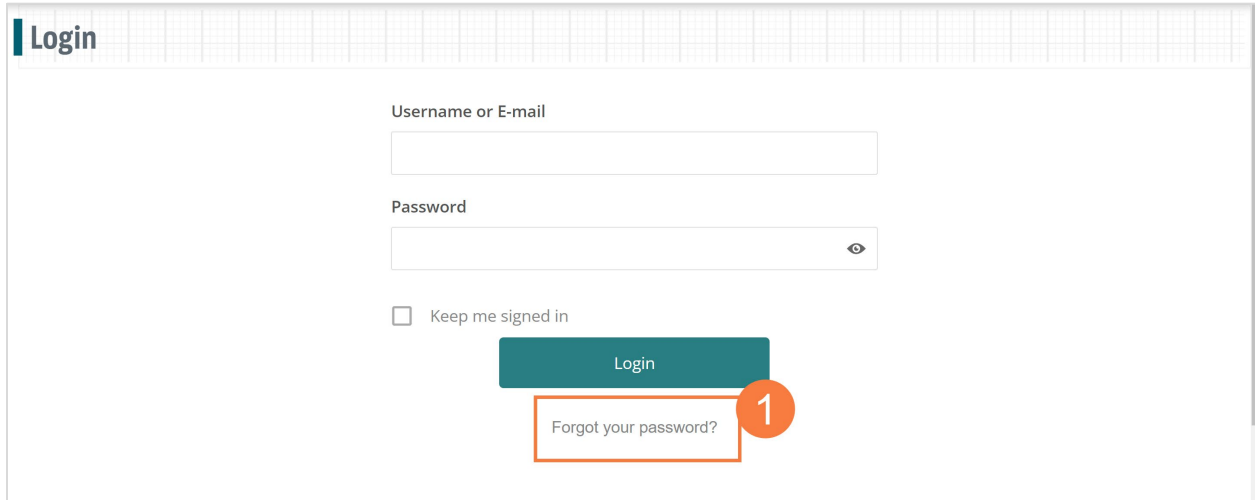
The screenshot shows the 'Set Your Password' page. The header includes the CalMHSA logo and the text 'California Mental Health Services Authority'. Navigation links in the top right include 'CalMHSA Learn (LMS System)', 'Live Support Chat', and 'Check/Update Existing Issues'. The sidebar on the left lists various documentation and reporting options. The main content area has the title 'Set Your Password' and a 'Last updated: March 28, 2024' note. Two password input fields are present: 'New Password' and 'Confirm Password', both with masked characters and toggle icons. A 'Change password' button is located below the fields. Red callout boxes with numbers 4 and 5 highlight the input fields and the button.

6. This will take you to the Login page. **Enter your new username and password.**
7. **Click Login.**

The screenshot shows the 'Login' page. The header includes the CalMHSA logo and the text 'California Mental Health Services Authority'. Navigation links in the top right include 'CalMHSA Learn (LMS System)', 'Live Support Chat', and 'Check/Update Existing Issues'. The sidebar on the left lists various documentation and reporting options. The main content area has the title 'Login' and a 'Last updated: February 10, 2024' note. The login form contains a 'Username or E-mail' field with the value 'monique.cendejas@gmail.com', a 'Password' field with masked characters and a toggle icon, a 'Keep me logged in' checkbox, and a 'Login' button. A 'Forgot your password?' link is located below the button. Red callout boxes with numbers 6 and 7 highlight the form fields and the button.

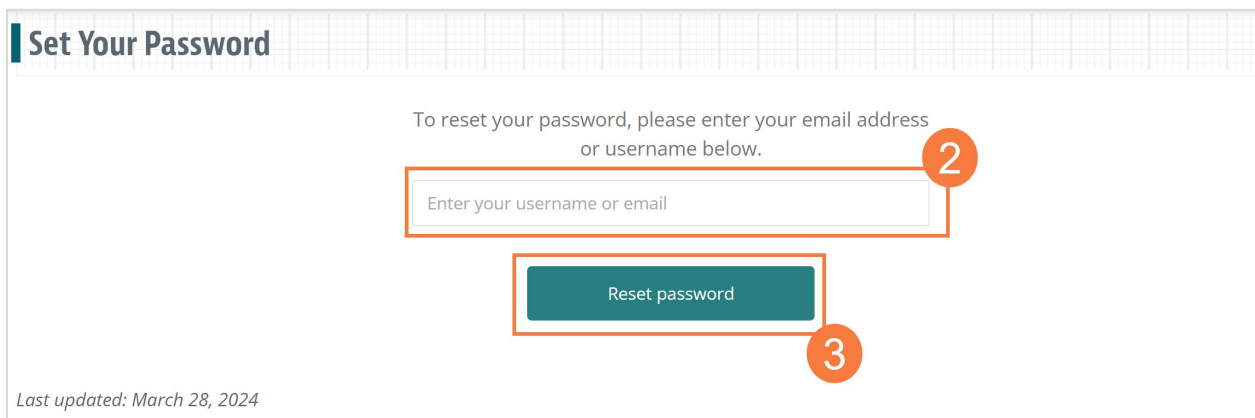
FORGOTTEN PASSWORD

1. At the Login screen, click **Forgot your password?** link.



The screenshot shows the 'Login' page. It features a 'Username or E-mail' input field, a 'Password' input field with a toggle icon, and a 'Keep me signed in' checkbox. Below these is a teal 'Login' button and a 'Forgot your password?' link. An orange box highlights the 'Forgot your password?' link, with a red circle containing the number '1' next to it.

2. Enter your email address.
3. Click **Reset Password** and follow the prompts from your email.



The screenshot shows the 'Set Your Password' page. It displays the instruction: 'To reset your password, please enter your email address or username below.' Below this is an input field with the placeholder text 'Enter your username or email'. An orange box highlights the input field, with a red circle containing the number '2' next to it. Below the input field is a teal 'Reset password' button, which is also highlighted with an orange box and a red circle containing the number '3'.

Last updated: March 28, 2024