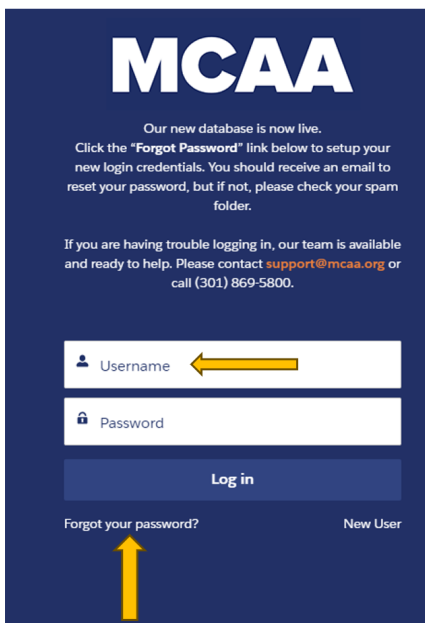


How to Create a WebLEM Account

To access WebLEM, every student must create a profile on the www.mcaa.org website. This process is straightforward and ensures that each user has a unique login and password. There is no longer a faculty administrator who provides passwords to students; instead, students are responsible for creating their own accounts.

Please note that your faculty administrator will still provide you with your subscriber token. This token is used by estimating companies to authenticate WebLEM users before granting them access to their estimating programs. For a list of authorized companies that offer estimating programs, please refer to www.weblem.org.

If you already have an account registered under your university but have forgotten your password for www.mcaa.org, you can use the "Forgot your password?" option. By providing your student chapter email (Username), you can reset your and access to your account. **NEW users – see next page.**

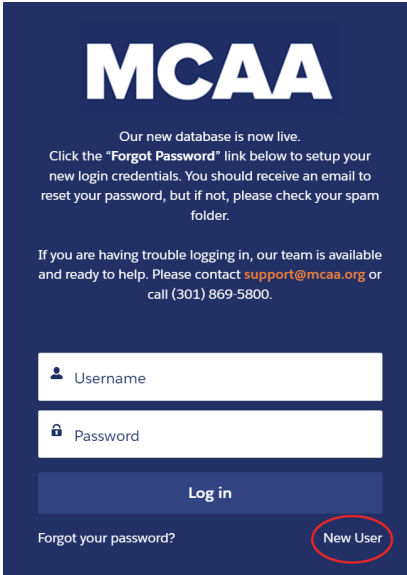


The image shows the MCAA login page with a dark blue background. At the top is the MCAA logo in white. Below it, text states: "Our new database is now live. Click the "Forgot Password" link below to setup your new login credentials. You should receive an email to reset your password, but if not, please check your spam folder." Further down, it says: "If you are having trouble logging in, our team is available and ready to help. Please contact support@mcaa.org or call (301) 869-5800." The login form consists of two white input fields: "Username" with a person icon and "Password" with a lock icon. A yellow arrow points to the Username field. Below these fields is a blue "Log in" button. At the bottom of the form are two links: "Forgot your password?" and "New User". A yellow arrow points to the "Forgot your password?" link.

Once you logged into www.mcaa.org, you can access WebLEM by clicking on WebLEM under the Resources menu (see below). If you start at www.WebLEM.org, you will be redirected to mcaa.org.



Step: 1 If you already have an MCAA account, you can log in using your credentials and access WebLEM (see above). If you never had MCAA login credentials, you can create one by clicking the “**New User**” link on the login page (see below).



Step: 2 WebLEM users must enter their university email address to verify before starting the account creation process (see below).

Please note: Your email (username) must be associated with your university email, and your domain is your university domain name (i.e., @univeristy.edu.). Your organization is your university.

* Email

Enter your email address

Verify Email

Step 3: Once email is verified and matches to the member/subscriber company email domain, users will be able to enter contact details for their profile and create their passwords on the next page (see below).

* Organization Name

Seaver Group, Inc.

Contact Information

* Work Email

bahatint2@seaver-inc.com

Salutation

Choose One...

* First Name

Middle Name

* Last Name

Suffix

* Informal

Company Name

Title

* Work Phone

Preferred Phone Type

Work

Preferred Phone

* Password

* Confirm Password

Back

Submit

Also, please note that there is additional information available in the “WebLEM Access FAQs” section (see below), which might provide valuable insights to help you resolve your specific issue.

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