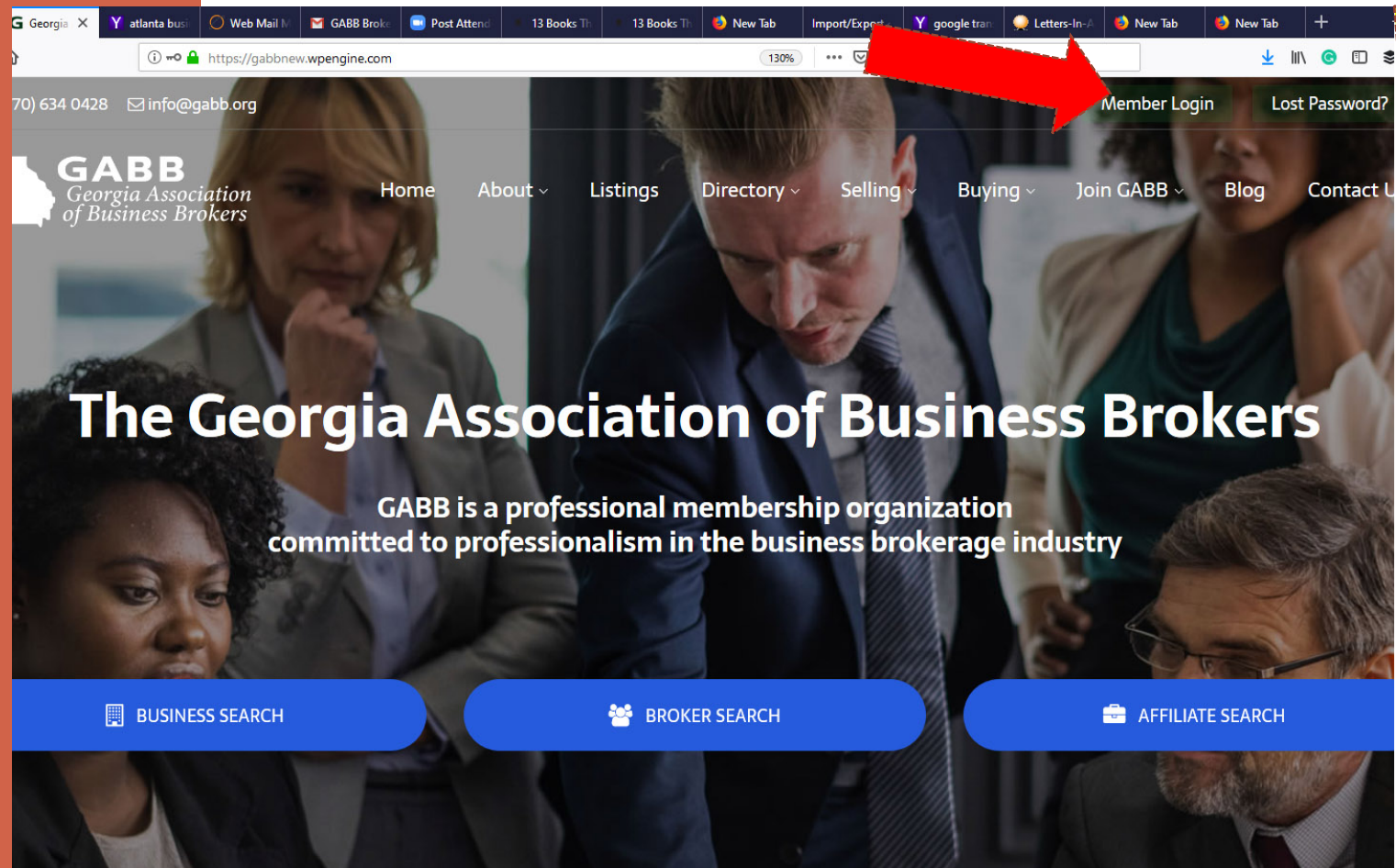


Managing Your Profile on the new GABB Website



**A GUIDE PRESENTED BY THE GEORGIA
ASSOCIATION OF BUSINESS BROKERS**

Step one: Log onto the new website



In the upper right corner, (red arrow) log onto the new website, www.gabb.org using your email. If you have a password for the NEW website, you may use it. If you don't, click on the lost password button , located to the right of the login button (see yellow arrow), and generate a new password.

Step One continued, Log in

The screenshot shows the GABB (Georgia Association of Business Brokers) website's 'My Account' login page. The browser's address bar shows the URL 'https://gabbnew.wpengine.com/my-account/'. The page header includes the GABB logo, contact information '(770) 634 0428' and 'info@gabb.org', and navigation links like 'Home', 'About', 'Listings', 'Directory', 'Selling', 'Buying', 'Join GABB', 'Blog', and 'Contact Us'. The main heading is 'My Account' with a breadcrumb 'Home / My Account'. The login form consists of two input fields: 'Username or Email' and 'Password', followed by a yellow 'LOGIN' button. A red arrow points to the 'Username or Email' field, and a yellow arrow points to the 'Password' field. A context menu is open over the password field, showing options like 'Save Page As...', 'View Page Source', and 'Inspect Element (Q)'. Below the login form, there is a section titled 'Are you wondering about GABB and possible membership?' with a paragraph of text. The footer contains the GABB logo, address '4780 Ashford Dunwoody Road, Suite 241 Atlanta, GA 30338-5564', 'Quick Links' (Home, About GABB, For Business Sellers), 'From Our Blog' (The Variables that Drive and Influence Business Valuations, Why Business Buyers Don't Pay for "Potential"), and 'Articles Categories' (Buyer Articles (68), Buyer FAQ (32), Buying a Business (64)). The Windows taskbar at the bottom shows the time as 5:49 PM on 8/19/2019.

Username or Email

Password

LOGIN

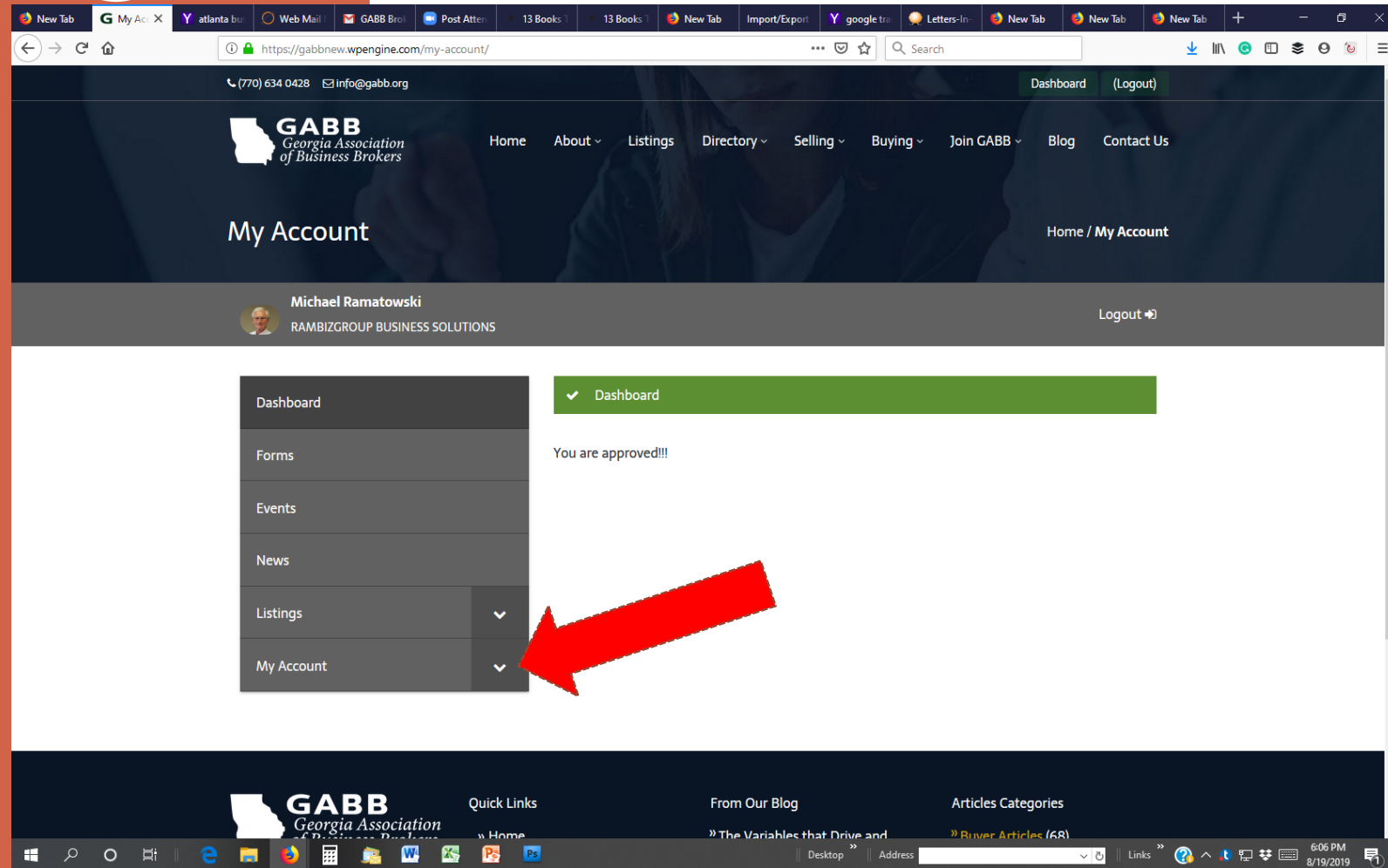
Are you wondering about GABB and possible membership?

GABB has Business Broker members who are active in business brokerage, and Affiliate members who are active in industries that support the business brokerage process. These include attorneys, CPAs, financial planners, lenders, appraisers, environmental experts, and more.

Log in with your username or email (red arrow) and password (yellow arrow.)

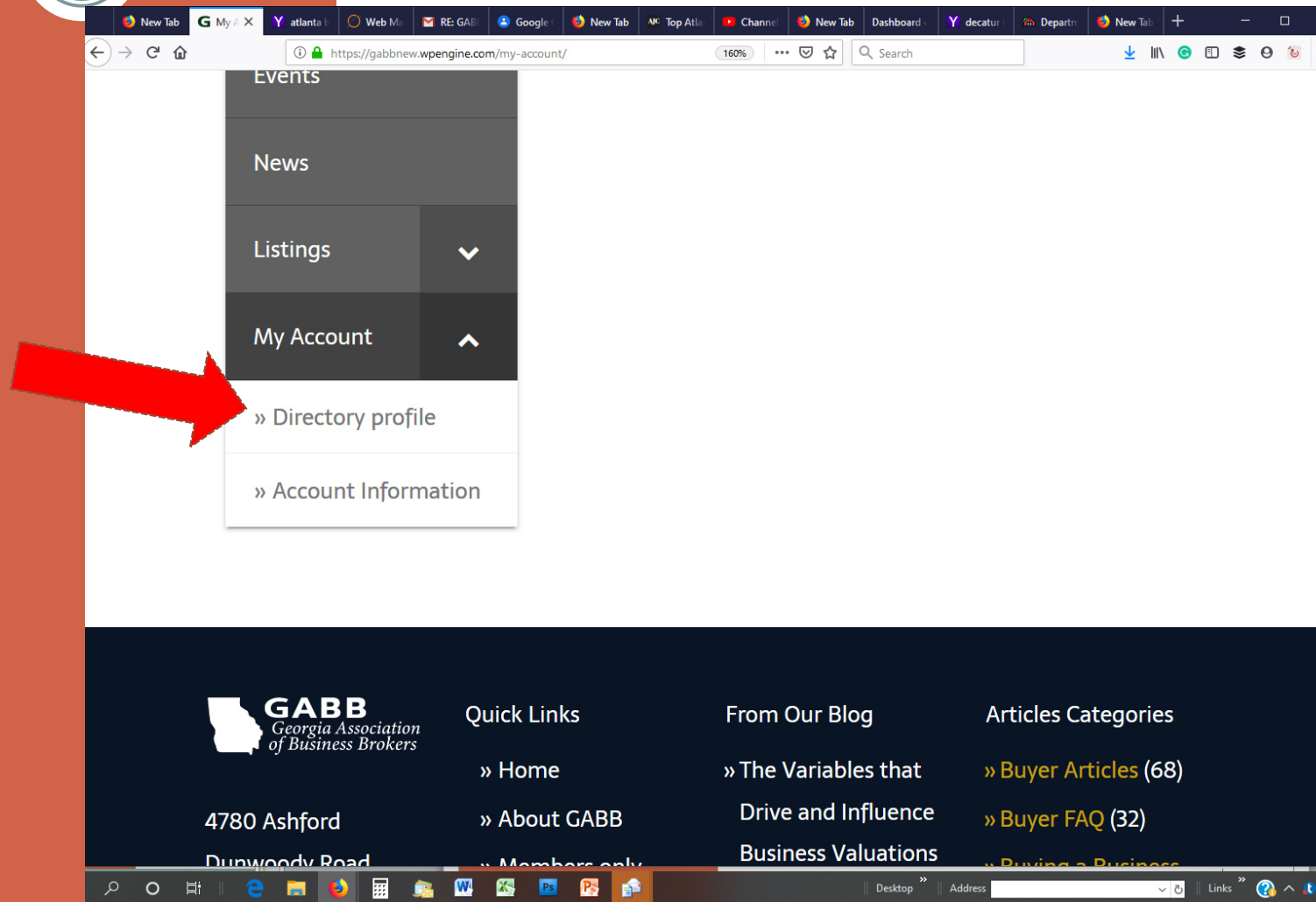
Click the LOGIN button

Step Two: Go to My Account on Dashboard



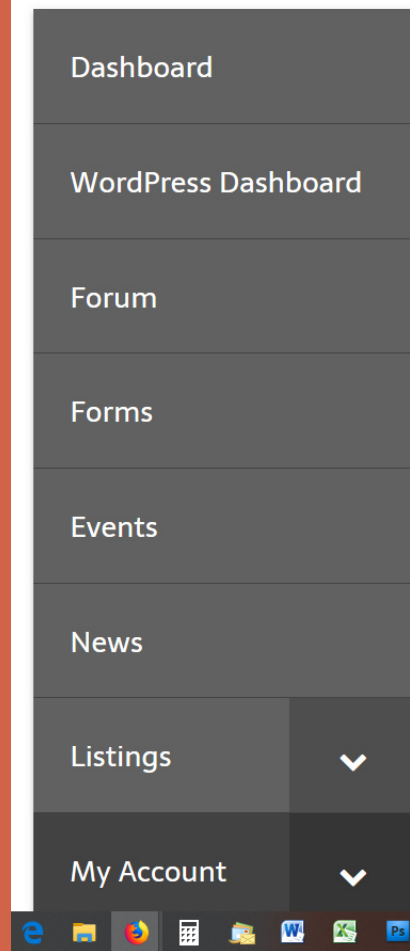
After you have successfully logged in, you will see a grey menu labeled DASHBOARD. Click on the MY ACCOUNT button.

Step Three: Click DIRECTORY Profile

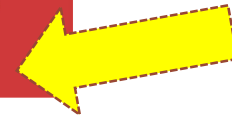


Under My account, there are two options. To edit your profile, click the button labeled DIRECTORY PROFILE.

Step Four: Create Your Profile



You need to create your profile. After that we can show your profile in Broker directory.



Database name (for example your first and last name)

Title

First Name

Last Name

Show my profile in broker directory

--- not set ---

Email address

Please upload your photo

If you are not already in our directory, you must create a profile. You will need to upload your photo. Fill in all of the other forms as appropriate.



Step Five: Update Your Profile

WordPress Dashboard

Forum

Forms

Events

News

Listings

My Account

Account status:


Directory profile: **LISTED**

Profile created: August 20, 2019 11:12 pm

Profile last time modified: August 20, 2019 11:12 pm

[EDIT](#) [DELETE](#)

1. Personal Information

 Broker: Diane Loupe

Birthday: December 10, 2019

Company Name: GABB

Primary Business Function of Company: Business Broker non-profit

If you are already in our directory, you can click on **EDIT** to change your directory profile. When finished editing, click the yellow submit button at the bottom.

Questions? Suggestions?



- Email Diane Loupe your questions at georgiabusinessbrokers@gmail.com
- Or text her at 404-374-3990, including your name and question.
- Please allow 24 hours for a response.