

Welcome to CDGS and to our new system Neon One. Neon One keeps track of our members, their memberships, our events (Zoom meetings and the September conference) and their associated registrations. Using this system simplifies transactions for us and puts more control of your information and actions in YOUR hands.

NON-MEMBERS.

Non-Member = someone who is not a paid member of CDGS and those who have never registered for one of our Zoom Conferences. They are new to CDGS.

If you are new to CDGS you do not have an account. Before you are able to register for any of our events you must create a free account. Once your account is created you will be able to change your profile, register for events (when they are open to the public), and even join CDGS if you choose to. Your free account does not give you access to the “Members Only” portal or other member benefits.

Here are the steps to take the first time you set up your account: If you have problems email us at support@cdgsny.org for help.

1. Create a new account. On our website homepage, capitaldistrictgenealogicalsociety.org) you will see a dark green box in the left column that says “access or create your account”. Click on that box. **Image 1**
2. This will bring you to a page that asks you for a login name and password. You have not entered this information to Neon One before, so for this first entry find and click on the link TO THE RIGHT of the login area. The link says “Create Account”. **Image 2b**
3. Now you can create your login and password for neon One. Please enter the information requested on that screen. Your login can be your email or a different login name of your choice. Your password is whatever you want it to be as long as it meets the 8 character/at least one number criteria. Complete the form and click “Submit. **Image 9**
4. That will bring you to a screen that says your account has been created. At the same time, you will get an email with a link that lets you set up your login and password. Please check your email. Open your email (be sure to check spam, ads, promotions, etc. in addition to your inbox). Click on the link in that email. **Image 10**
5. Complete the requested information. Your login can be your email address or a different login name of your choice (although your email address is easier to remember). Your password is whatever you want it to be as long as it meets the eight character/at least one number criteria. **Image 11**
6. That brings you to a screen asking what you want to do: Choices include updating your profile, viewing upcoming events, changing your login, joining CDGS, registering for our events, etc. While our Zoom events are free, our September Conference and joining CDGS do cost money. You can choose to pay by Credit Card, PayPal, or to pay later which means send us a check in the mail. **Image 8**



Account Registration Form

Your Profile

Prefix:

First Name: *

Middle Name:

Last Name: *

Suffix:

Email: *

Phone: *

Evening Phone:

Address: *

City: *

State/Province:

Territory (Foreign)

Zip: *

Country:

I'm not a robot

Image 9

Account has been updated 

Capital District Genealogical Society contactcdgs@cdgsny.org via bounces.neonemails.com to me

Image 10



Dear Daisy Duck,

Thank you for registering with Capital District Genealogical Society.

To manage your account, make contributions, register for events, and more, log into our portal. Click here to choose your login name & password:

https://capitaldistrictgenealogicalsociety.z2systems.com/hp/clients/capitaldistrictgenealogicalsociety/set_login.jsp?secureId=Uj1DIMrDLF9o-hVMDbZMkhzepwFX-N4AdeE-xE7sZM8jd2DvqYqNaX_36q6-slo&

Sincerely,

Capital District Genealogical Society
capitaldistrictgenealogicalsociety.org



CAPITAL DISTRICT GENEALOGICAL SOCIETY

PO Box 2175 ESP Station Albany, NY 12220

[Home](#) [About Us](#) [Membership](#) [Meetings & Events](#) [Local Resources](#) [Members Only](#) [Conference](#)

Set Login/Password
Please select the account for which you would like to reset your password:

Account: Daisy Duck
Login Name:
Individual Constituent User

Please enter a login name you would like to use (at least 4 characters)

Please enter a login password you would like to use (at least 8 characters, including at least one number)

Please re-enter your login password

Submit

Image 11



CAPITAL DISTRICT GENEALOGICAL SOCIETY

PO Box 2175 ESP Station Albany, NY 12220

[Home](#) [About Us](#) [Membership](#) [Meetings & Events](#) [Local Resources](#) [Members Only](#) [Conference](#)

Welcome Mickey Mouse (Account# 4615)

Image 8

What would you like to do? 