

# VPS Website Features: Part 1

DENNIS ONISZCZAK - HuntDennisO@gmail.com

## How to Log Onto the VPS Website, Website Registration, Pay Dues and Update Your Personal Information



The Vatican Philatelic Society Website ([www.VaticanStamps.org](http://www.VaticanStamps.org)) offers members of the VPS total access to all the features the site has to offer. We believe that our website has the most complete source of information about Vatican Philately anywhere. Go to the VPS Website Home Page titled 'VPS Website Features' to learn how to access all the features available to you.

### Log Onto the VPS Website

1. Log onto the VPS website at [www.VaticanStamps.org](http://www.VaticanStamps.org)
2. The VPS Home Page appears.
3. On the Home Page are some basic features available to members. Click on any of the features to review. Non-members also have access to the Home Page features to give them a flavor for what the VPS website has to offer and hopefully they join and become part of our organization.

### Website Registration

You need to register as a 'New User' the first time you choose to access the full Member Website.

1. 'Click New User' on the upper right of the Home Page. A 'Please Set Up Yourself' screen will appear.
2. Enter the requested information. 'Click Submit'.
3. You are now registered to have total access to all the features available on the VPS Website.

### Pay Dues and Update Your Personal Information

This function allows you to pay your annual membership dues via PayPal. Your annual dues are payable by June 30 of each year. You also have the opportunity to make changes to your personal information.

1. On the Member Page, 'Click Pay Dues' located below the gold bar.
2. On the 'Verify VPS Member Mailing Record' enter any incorrect or missing personal information. 'Click Update'.
3. To pay your annual dues via PayPal, 'Click Continue'.
4. On the Membership Dues Collection page, 'Click Pay Now' to pay your annual dues by June 30.

### **\*\* Wanted \*\***

1. First Day Covers to add to our website... 2008 to present.
2. Share your favorite Vatican covers plus anything unusual in your Vatican collection.
3. Share anything Vatican that you believe will be of interest to the members
4. Share copies from your Vatican postmark collection.

Let us know what you have to share by clicking the 'Contact' tab on the gold bar on the member screen. You will be sent an email instructing you how to upload the information for the website.