



Website Conversion

Dharma Ocean launched this new website on February 27, 2009. If you had an account on the old website, you should have received an email on the launch date that outlines your username and password. If not, please contact info@dharmaocean.org.

This document describes how to login and use your account.

Username and Password

- Your username and password are not the same as on the old site.
- Your username is your email address.
- Your password has been sent to your email address.
- If you lost your password, you can reset it using the "login" link in the upper right – see *Figure 1- Login screen*.

Please Login

Username*

Password*

Remember Me

Login

*Required Fields

Forget Your Username or Password?

Enter your email address and we'll send it to you.

Email

Get password

Figure 1- Login screen

If you have not yet logged in, please login in now to verify your contact information, and to change your password to something you remember. Use the "my account" link at the upper right to change these settings – see *Figure 2 - My Account screen*.

Edit Address Information
To change your name, please contact Dharma Ocean at 877-DHARMA-9

First Name: Beth
Last Name: Marvel Admin
Phone: 719-256-5875
Cell Phone: 719-256-5875
Address1: P.O. Box 928
Address2: 719 Rendezvous Way
City: Crestone
State: CO
Zip: 81131
Country: United States

Hide my contact info on contact lists.

Edit Email/Username
Your email address is also your username

Email/Username: bmarvel@owkedesigns.com
Confirm Email/Username:

Change Password

New Password:
Confirm New Password:

Email Subscriptions

- Dhyanasangha
- testgroup
- Sadhakas
- Meditation Instructors
- Vajrasangha

Figure 2 - My Account screen

Unsubscribing

All emails sent from the Dharma Ocean website have an *Unsubscribe* link at the bottom of the email. If you are not a member of any Community (see below), using this link will unsubscribe you from all Dharma Ocean emails. If you ARE a member of a Community, you can opt out of emails from other community members, but you will still have the benefit of receiving emails from the friendly Dharma Ocean community administration.

Community Membership

Communities are listed under the *Community* menu, and include Dhyanasangha, Vajrasangha, Sadhakas, Meditation Instructors, and Mahasangha. Community members have access to contact lists, email, and practice materials for their community (audio is soon to come). You can view your community membership on the "my account" page – your communities are listed on the lower right - *Figure 2 - My Account screen*. If you feel that you should be a member of a community that is not listed under "my account", please send email to membership@dharmaocean.org.

For a few weeks, the community membership will be liberal. For example, all tantrikas are members of the Vajrasangha community. Within a few weeks of site launch, community access will be limited to the members who are actively *engaged* with the community. Community members will receive email about engaged membership prior to any membership changes.

Sending Email

The Google groups will be replaced by the email functionality on the Dharma Ocean website. This is great news in that list members can now maintain their own contact information in one location! Once the site has been established, Google group members will be notified prior to the disabling of the group. Questions about this can be sent to membership@dharmaocean.org.

To send email to your community, login to the site, then open the *Community* menu. Select the community to which you want to send email, then select the Email tab. See *Figure 3 – Sending Email*.

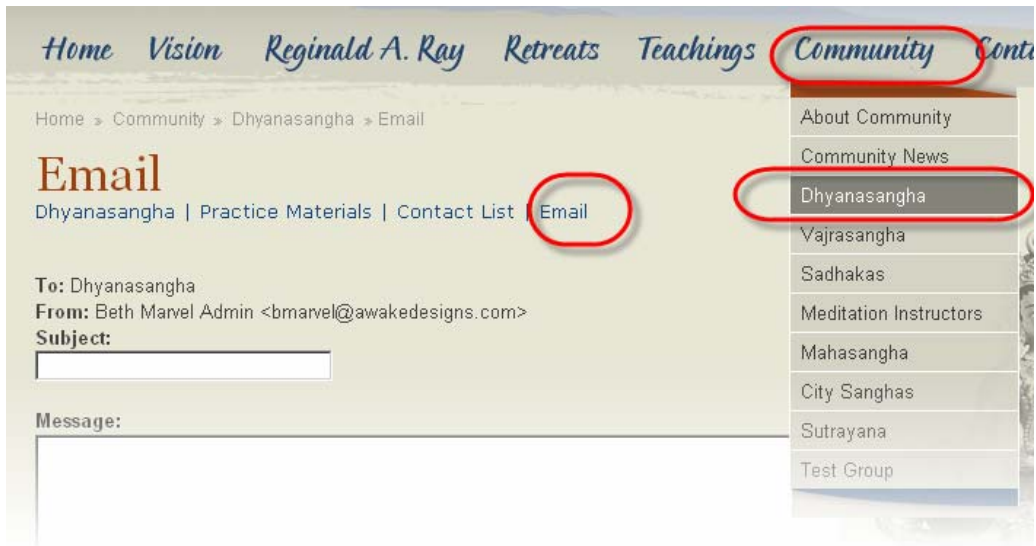


Figure 3 – Sending Email

Enjoy

Enjoy using the new site. Please direct your questions and feedback to info@dharmaocean.org, or call the Dharma Ocean office at 719-256-4335.