



Creating a Personal Profile

- 1) Go to www.centralsmallgroups.com.
- 2) Click on the SIGNUP/LOGIN link at the top-right of the page.
- 3) Click on the [Create an account](#) link below the text located on the right of the page.
- 4) Fill out the information boxes and then click the Complete Sign Up button at the bottom of the page.
 - * Personal information placed on this page will not be viewable by the public and privacy preferences can be set once your account is activated.
 - * Entering an email you use often is important for better communication if you plan on joining a group.
- 5) Log In to your profile by entering your Username and Password into the light grey boxes located in the upper-left of the page, above the site banner.

Joining a Group Online

- 6) Click on the Group Finder button located on the Main Menu bar.
- 7) Select your Campus.
- 8) Select your Group Type.
- 9) Find the group you would like to join.
 - * If you cannot find the group easily, use the Search Groups tool on the left of the page.
- 10) Click the Join button for the group you'd like to join.

The Group Leader will then receive your request to join their group. They may Approve or Reject this request. If they approve your request to join their group, you will become a Group Member and have access to that group's messages, forums, discussions, calendar, and other communications.