

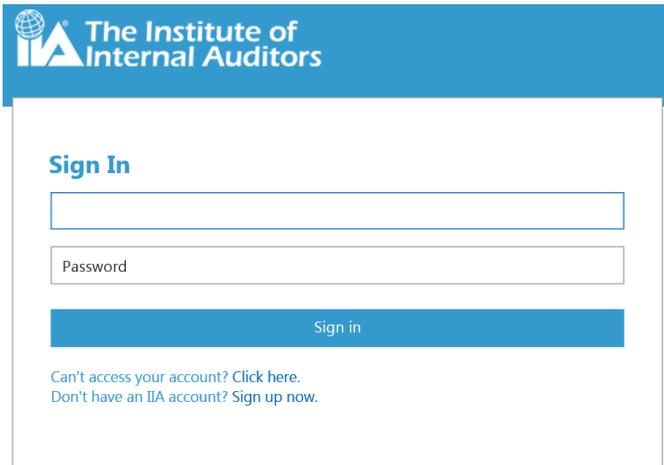
Become a Vancouver Chapter Member!

If you are already a member of the IIA, all you have to do to become a Vancouver Chapter member is update your IIA profile. Once you have updated your chapter details, remember to also update your communication preferences to receive chapter updates.

Outlined below are the steps to updating your IIA profile and communication preferences.

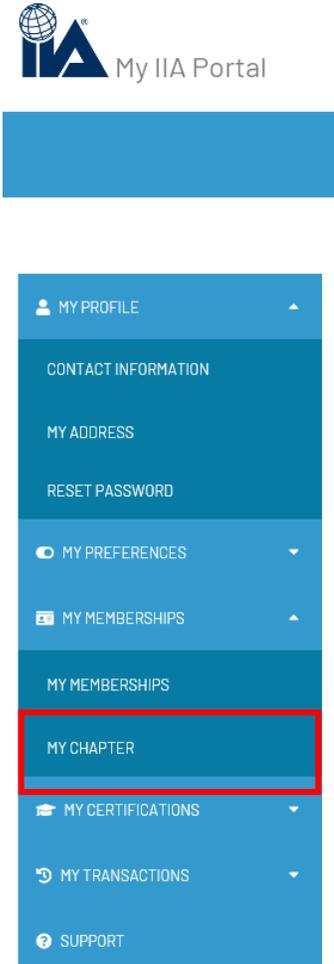
Steps to Update Your IIA Profile

1. Sign in to My IIA Portal (link: <https://myiaa.theiia.org/>).



The screenshot shows the 'Sign In' page of The Institute of Internal Auditors (IIA) My IIA Portal. At the top, there is a blue header with the IIA logo and the text 'The Institute of Internal Auditors'. Below the header, the page is titled 'Sign In'. There are two input fields: one for the username and one for the password. Below the password field is a blue button labeled 'Sign in'. At the bottom of the sign-in area, there are two links: 'Can't access your account? Click here.' and 'Don't have an IIA account? Sign up now.'

2. Once logged in, go to “My Memberships” (on the left-hand side bar) and click on “My Chapter”.



3. If you are already associated to the Vancouver Chapter, the My Chapter page will reflect this.

Chapter

You are currently part of the **Vancouver** chapter. You can change your chapter by selecting a chapter region.

Select a State/Province

Select...

Select a Chapter

Select...

SAVE

Otherwise, in the drop-down menu, select “British Columbia” as the Province and “Vancouver” as the Chapter. Remember to save your selection!

Chapter

You are currently part of the **Vancouver** chapter. You can change your chapter by selecting a chapter region.

Select a State/Province

British Columbia

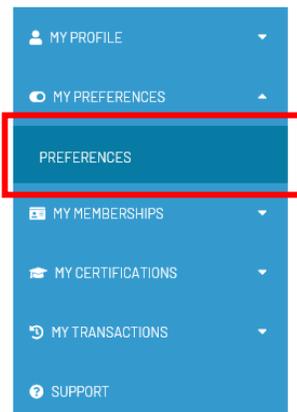
Select a Chapter

Vancouver

SAVE

Steps to Update Your Communication Preferences

1. Once you are logged in to your IIA account (see *step 1 in Steps to Update Your IIA Profile* above), go to “My Preferences” (on the left-hand side bar) and click on “Preferences”.



2. In the Preferences page under the “Communication Preferences” section, check the communication options “Chapter Email Opt In” and “Chapter Postal Mail Opt In” as you prefer. Feel free to opt into additional communication preferences as you wish.

Communication Preferences

IIA Email Opt In	<input type="checkbox"/>
Promotional Email Opt In	<input type="checkbox"/>
Promotional Mail Opt In	<input type="checkbox"/>
Promotional Phone Opt In	<input type="checkbox"/>
3rd Party Mailing Opt In	<input type="checkbox"/>
Ia Magazine App Opt In	<input type="checkbox"/>
Ia Magazine Web Opt In	<input type="checkbox"/>
Include Me In My Local Chapter Directory	<input type="checkbox"/>
Chapter Email Opt In	<input checked="" type="checkbox"/>
Chapter Postal Mail Opt In	<input checked="" type="checkbox"/>