

## 1 How to print your ArtsFund Discount Membership card

### theArtsFund Card

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Once you have received an email with your updated password visit theArtsFund website and log in using your email and password given to you in the email.

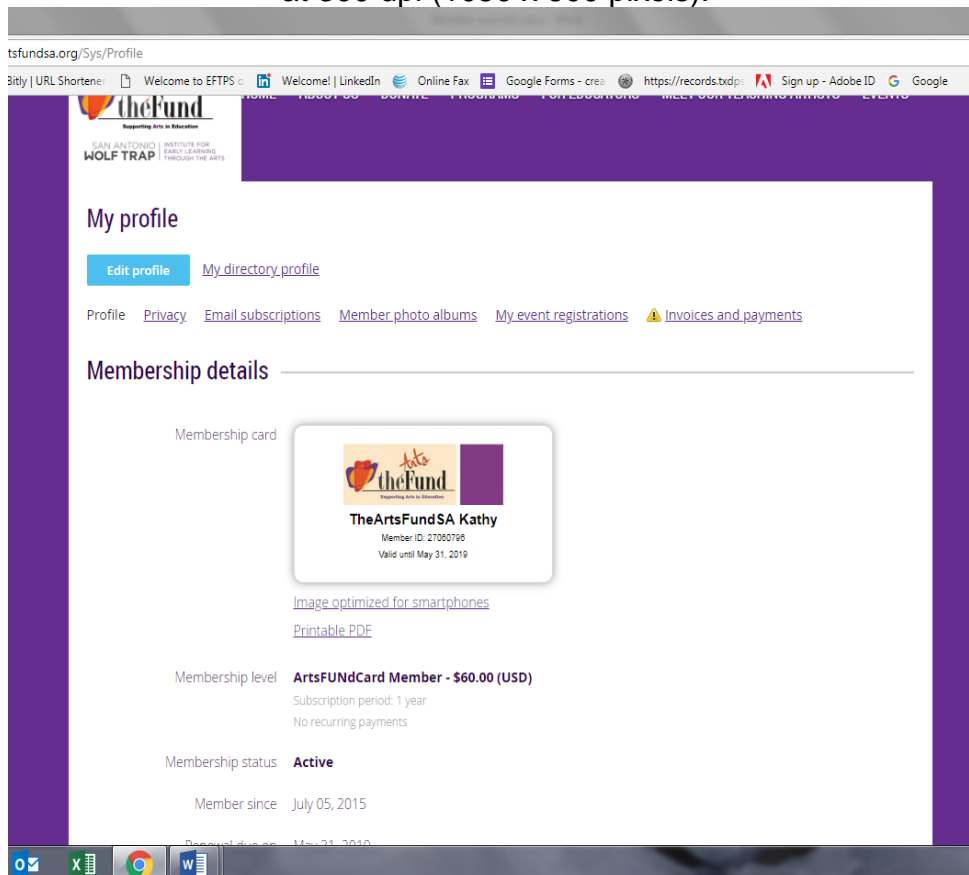
Hover over your name in the upper right hand corner and select 'View Profile' this will open a navigation box allowing you to View your profile, Change your Password, or Log Out.

You can then print or download membership cards from your profile page.

Your membership card will appear under the **Membership details** heading on your profile with all your membership details filled in.

From here, members can download their membership card as an image optimized for display on smartphones, or as a printable PDF.

Downloading the card as a PDF allows you to print the design directly onto cardstock then cut out the card along the cropmarks that appear on the page. Be sure to set the scaling to 100% before printing. The size of the membership cards are 3.5 x 2 inches when printed at 300 dpi (1050 x 600 pixels).



The screenshot shows a web browser window displaying the profile page for 'theArtsFundSA Kathy'. The page has a purple header with the logo and tagline 'Supporting Arts in Education'. Below the header, there is a 'My profile' section with links for 'Edit profile' and 'My directory profile'. A navigation menu includes 'Profile', 'Privacy', 'Email subscriptions', 'Member photo albums', 'My event registrations', and 'Invoices and payments'. The 'Membership details' section is highlighted, showing a preview of the membership card. The card features the ArtsFund logo and the following text: 'TheArtsFundSA Kathy', 'Member ID: 27060796', and 'Valid until May 31, 2019'. Below the card preview are links for 'Image optimized for smartphones' and 'Printable PDF'. Further down, the membership level is listed as 'ArtsFUNDCard Member - \$60.00 (USD)' with a 'Subscription period: 1 year' and 'No recurring payments'. The membership status is 'Active', and the member has been a member since 'July 05, 2015'. The browser's address bar shows 'tsfunds.org/Sys/Profile' and the taskbar at the bottom includes icons for Outlook, Excel, Chrome, and Word.