How to Access My Chapter Manager on your browser

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HOW TO USE CHAPTER MANAGER WITH MICROSOFT EDGE (RECOMMENDED)

You may find that a few functionalities do not work properly in My Chapter Manager like the *Add/Edit Single Member* does not bring up any search result while logged in through MS Edge or Google Chrome. This is because My Chapter Manager only works in Internet Explorer.

As of June 15, 2022, Microsoft has stopped support for Internet Explorer but they integrated Internet Explorer into MS Edge through the IE-compatibility mode. You just need to do a few clicks here and there to set it up.

Here's how.

- 1. Launch MS Edge. If you don't have it installed on your computer, click this link to download and install your version of the Microsoft Edge app -- https://www.microsoft.com/en-us/edge/download?form=MA13FJ
- 2. Go to URL mychaptermanager.com but do not login with your credentials yet.
- 3. Enable Reloading in IE mode
 - Click the three dot menu on the upper right corner of your browser.
 - Scroll all the way down and locate "Reload in Internet Explorer mode". By default, this will be grayed out and you'll have to enable it. If it's not grayed out, skip the steps below and proceed to step 4.



- If the above option is grayed out, you will need to enable it first. Click Settings instead.
- Click Appearance from the left side pane.
- Scroll down and find the section that says, "Select which buttons to show on the toolbar:"
- Scroll through the list and toggle ON for "Internet Explorer mode (IE mode) button".

↓ Downloads button	•
Performance button	•
Math Solver button	
99 Citations button	•
Internet Explorer mode (IE mode) button	
Web capture button	
	⊥ Downloads button ※ Performance button ☑ Math Solver button 99 Citations button ☑ Internet Explorer mode (IE mode) button ③ Web capture button

- Completely close your browser and relaunch it.
- 4. Load My Chapter Manager in IE mode.
 - Launch MS Edge
 - Go to URL mychaptermanager.com

- Click the three-dot menu on the upper right
- Scroll all the way down and click "Reload in Internet Explorer mode"
- On the pop-up, toggle on "Open in Internet Explorer Mode Next Time". The browser should remember to start in IE compatibility mode the next time you go to mychaptermanager.com.

This page is open in Internet Explorer $\qquad imes$ mode										
Most pages work better in Microsoft Edge. For security reasons, we recommend you leave this mode as soon as you're done browsing this page. Learn										
Open this page in Compatibility view										
Open this page in Internet Explorer mode next time										
Manage Done										
Compatibility Mode: IE11										
Protected Mode: On										
Zone: Internet										

- Click "Done".
- Login with your MyChapterManager credentials.
- Test your access. Click Add/Edit Single Member. Search by last name and click Search Members. If the search function works, you should be good to go.
- That should all be it!

HOW TO USE CHAPTER MANAGER WITH GOOGLE CHROME

My Chapter Manager is a program that runs optimally in Internet Explorer. However, you can now also run My Chapter Manager in Google Chrome using the "IEability" extension. IEability exactly emulates Internet Explorer and enables you to access My Chapter Manager in Internet Explorer mode.

Read the directions below on how to install and set up IEability to use My Chapter Manager in Chrome.

Setup IEability Extension

1. Search for the keyword IEability in Google Chrome. Click on the very first result that routes you to the

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Chrome Web Store.	Google Search	I'm Feeling Lucky			
Google https://chrome.google.com > detail > ieability-c	ppen-in-ie				
IEability - Open in IE					
IEability is a wonderful Chrome extension whi	ch allows you to open	in IE, allowing you			
to at least stick to only one browser. IEability	uses the IE				
You visited this page on 3/24/23.					

2. On the Chrome Web Store page, click "Add to Chrome".



4. Click on the **Extensions** icon in the upper right corner of Google Chrome. Then, click on the **Pin** icon beside IEability to pin the extension to Chrome for easy access.

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- By pinning the IEability extension, you'll have quick access to it without having to search for it.
- 5. Once the IEability extension is already installed in Chrome, you may open My Chapter Manager in Internet Explorer mode by doing either of the below.
 - Search for My Chapter Manager. Right-click on the result and open the link with IE.

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	About 462 results (0.25 seconds)					
	My Chapter Manager https://www.mychaptermanager.com	1. Right-click on the search result				
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• In Chrome, go to www.mychaptermanager.com, and once the website is already up, click on the

IEability extension that was pinned in the Chrome browser.

mychaptermanager.com/splash/default.aspx?	C=True&		G છે ☆	<u>()</u> *	V
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Login To Your Local Chapter Manager Account User Name : Password : M 1 Agree To Terms & Conditions	What Others Are Saying "Managing a 1000+ plus membership was a deunting task until we started using mychagermanager.com. Now the membership officer has time to ride and we have a 'one source' system for membership maintenance and contact. I recommend thin program for all Chapters.	special To Set	II Us Today ^{tup Your Trial Account} 4-326-4100		
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6. You will see the message "You've entered Internet Explorer mode. Power by ieability" message at the top if

you are already navigating the website in Internet Explorer mode.

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Demo 10 Mem	Store. Chapter	and 3 Active Membe	ers - 2 Men & 0 Wor	nen (1 UnSelected)							My Chapter Manager
Dashbo	ard <u>Add/Edit Single</u> Member	Search Member Lists	Upload Newsletters	<u>Email</u> <u>Members</u>	<u>Print Mailing</u> <u>Labels</u>	<u>Print Phone</u> <u>Directory</u>	<u>Standard</u> <u>Reports</u>	Create An Attendance Reward	<u>Event</u> <u>Calendar</u>	<u>Event</u> <u>Scanners</u>	Install Chrome Extension
	Dashboard Last Updated: 3/24/2023 4:27:25 AM - By: Vem Cruzada The dashboard allows you to see a high level overview of all the upcoming activities and events for Demo Store. Chapter.										
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