MINIATURE DAIRY GOAT ASSOCIATION

How to Claim Your Member Portal Account

MDGA has a new online **Member Portal**. If you are already an MDGA member, your goats and herd information are already there. You just need to set up your login. It takes about 5 minutes.

mymdga.app

Type **mymdga.app** into your web browser.
You can also go to the MDGA website and click the **Member Portal** link on the home page.

Your MDGA number
Don't know it? You can look it up.
See page 3.

Your email
We may send you a link to click.

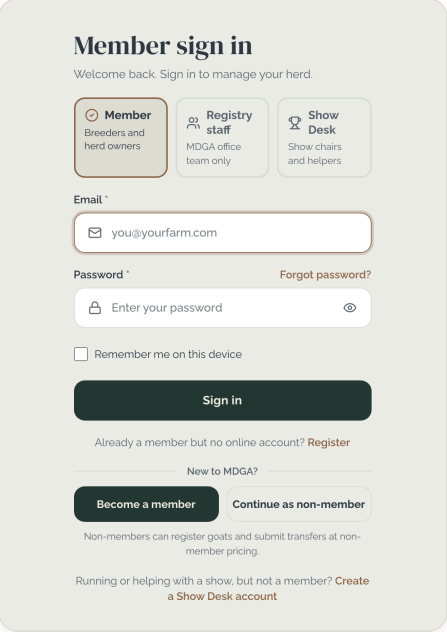
A new password
At least 8 characters. Pick one you'll remember.

1

Click "Register"

On the sign-in page, find the line that says *"Already a member but no online account?"* and click **Register**.

> **Don't click "Become a member."** That is for brand-new members and would give you a second MDGA number. Your goats would not move to it.

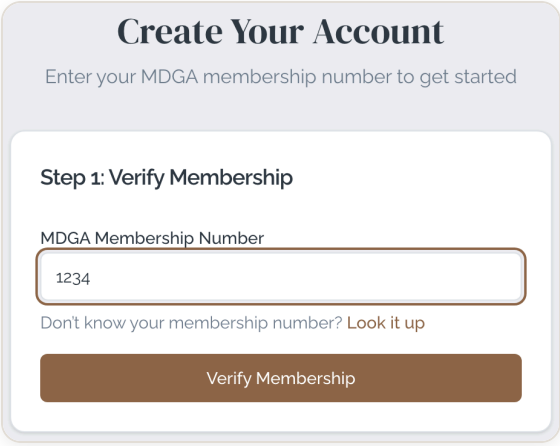


2

Type your MDGA number

Type just the number (for example, **1234**) and click **Verify Membership**.

Don't know your number? Click **Look it up** under the box (see page 3).



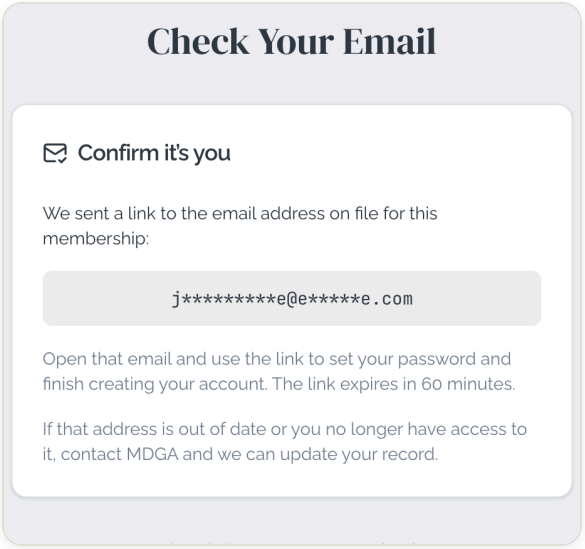
3

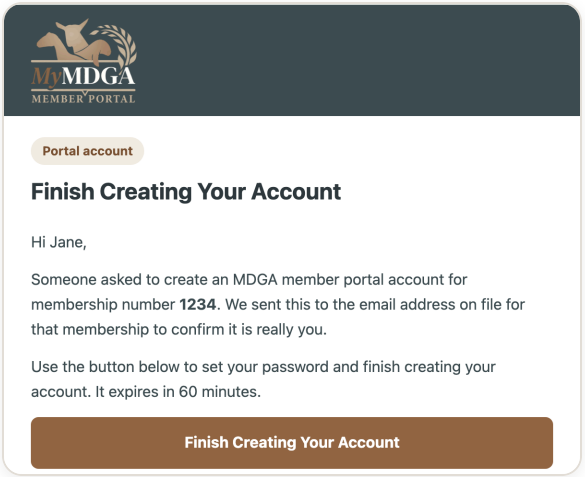
Check your email

If MDGA has an email address on file for you, we send a link to that address. The screen shows part of the address so you know which inbox to check.

Open the email called **"Finish Creating Your MDGA Portal Account"** and click the Finish Creating Your Account button.

> **The link only works for 60 minutes.** If it runs out, start over at Step 1.
> **Don't see the email?** Wait a few minutes and check your spam or junk folder.
> **Is that an old email you can't get into?** Email us at techsupport@minidairygoats.org and we'll update it.
> **No email on file?** You won't get an email. You'll go straight to Step 4.





4

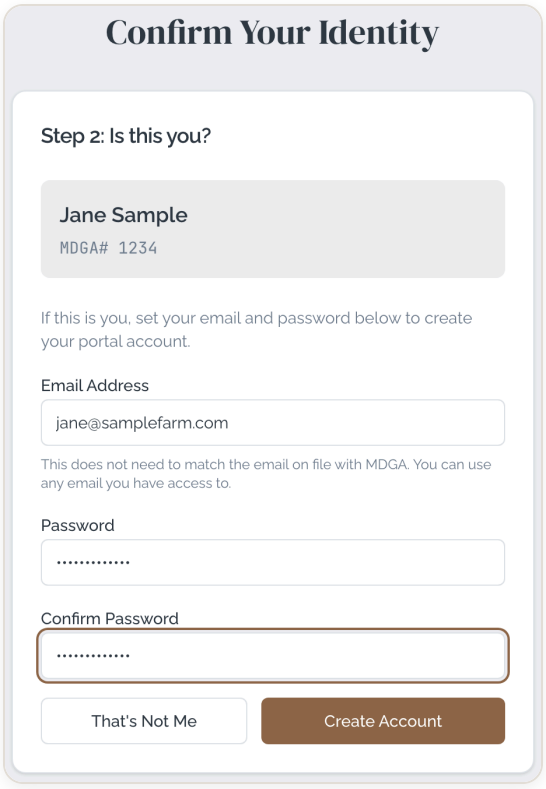
Make sure it's you, then pick your login

Check that the **name and MDGA number** are yours. If they aren't, click **That's Not Me** and email us.

Then fill in:

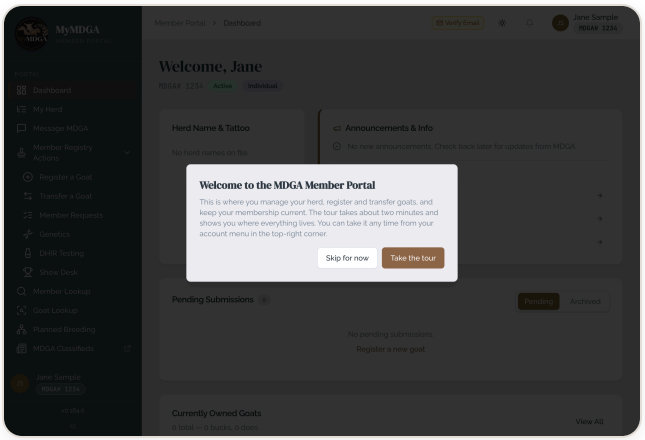
- **Email Address.** This is the email you'll sign in with. It can be any email you use. It doesn't have to be the one MDGA has on file.
- **Password.** At least 8 characters.
- **Confirm Password.** Type the same password again.

Click Create Account.



5

You're in!

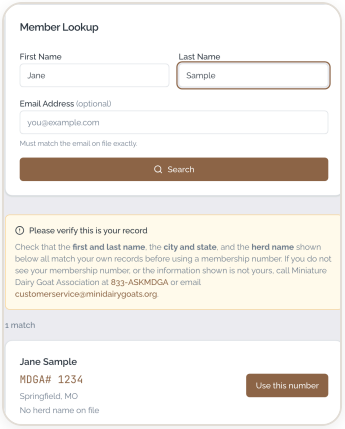


You'll see a welcome message. We recommend clicking **Take the tour**. It takes about 2 minutes and shows you where everything is.

We'll also send you an email called **"Verify Email Address."** Click the button in it to confirm your email.

Next time, go to **mymdga.app**, type your email and password, and click **Sign in**. If you forget your password, click **Forgot password?**

Don't know your MDGA number?



On the Step 2 screen, click **Look it up**. Type your **first and last name** and click **Search**.

Make sure the name, city and herd name are yours, then click **Use this number**. That takes you back to Step 2 with your number filled in.

See something wrong on your account?

We combined MDGA records from several different sources into this one new system. Because of that, some of the information on your account may be wrong or missing, like a goat, your herd name or your address.

If you find a problem, email us:

techsupport@minidairygoats.org

Include your name, your MDGA number and what looks wrong. MDGA staff will fix it quickly.

If you see one of these messages

"No MDGA membership found with this number."	Check the number and try again, or use **Look it up**. Still stuck? Email techsupport@minidairygoats.org. Please don't sign up as a new member.
"A portal account already exists for this membership number."	Your account is already set up, maybe by someone in your household. Go to **mymdga.app** and click **Forgot password?** to get back in.
The email link shows an error page.	The link only lasts 60 minutes. Start over at Step 1 to get a new one.