

Lake Waynoka Website

“Getting Started”

Guide

The login system for www.lakewaynoka.com is now live! This guide will show you how to register, as well as a FAQs section at the end.

How to Register:

1. Navigate to the ‘Meeting Minutes’ page on lakewaynoka.com

Lake Waynoka
A RELAXING, PRIVATE, LAKE COMMUNITY IN SOUTHWEST OHIO

[HOME](#) > Meeting Minutes

Meeting Minutes

WPOA Meeting Minutes
Do you need the ability to view these pdf files? [Download Adobe Acrobat](#)

WRWSD Meeting Minutes
Do you need the ability to view these pdf files? [Download Adobe Acrobat](#)

Lake Waynoka Login

Username:

(enter your email address)

Password:

Login

[Register](#)
[Forgot password?](#)

[09-29-2014 WRWSD Meeting Minutes](#)

[09-13-2014 WRWSD Meeting Minutes](#)

[08-25-2014 WRWSD Meeting Minutes](#)

[08-09-2014 WRWSD Meeting Minutes](#)

[07-28-2014 WRWSD Meeting Minutes](#)

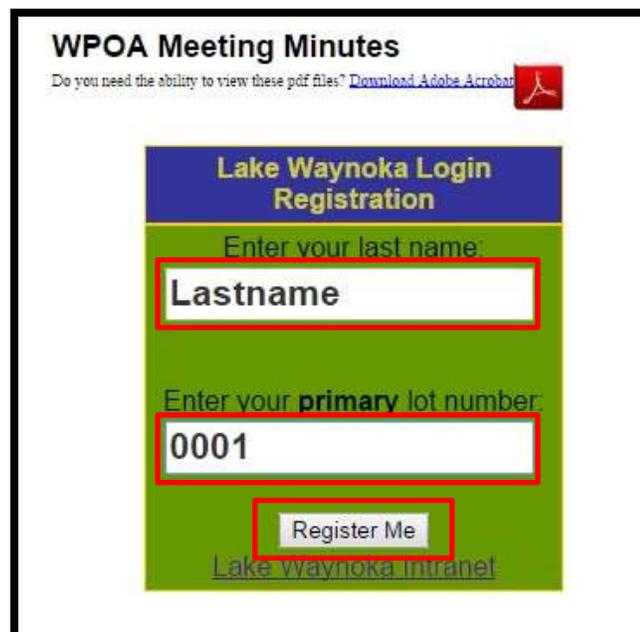
[07-12-2014 WRWSD Meeting Minutes](#)

2. Click on the 'Register' button as shown in the image below:



The screenshot shows a web page titled "WPOA Meeting Minutes" with a PDF viewer notice. Below is a "Lake Waynoka Login" form with fields for "Username:" (with the instruction "(enter your email address)") and "Password:". A "Login" button is at the bottom of the form. Below the form, a "Register" button is highlighted with a red box, and a "Forgot password?" link is also visible.

3. Enter your last name and 'primary' lot number, then click on the 'Register Me' button; do not worry about capitalization as the system handles this for you. If you do not know your primary lot number, either call the office or refer to your member card



The screenshot shows a web page titled "WPOA Meeting Minutes" with a PDF viewer notice. Below is a "Lake Waynoka Login Registration" form. It has two input fields: "Enter your last name:" with the text "Lastname" entered, and "Enter your primary lot number:" with the text "0001" entered. A "Register Me" button is highlighted with a red box. At the bottom, there is a link for "Lake waynoka Intranet".

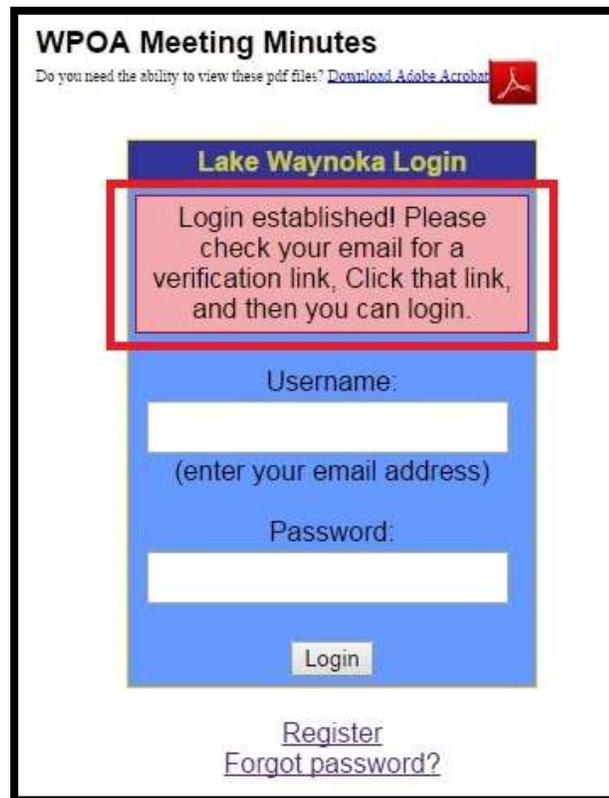
4. After clicking on the 'Register Me' button, you will need to enter your email address and also create a password to login with. There are no requirements when creating a password, but good practice is to use at least 6 characters, one capital letter, and at least two numbers.



The screenshot shows a registration form titled "WPOA Meeting Minutes". At the top, there is a link for downloading Adobe Acrobat. The form contains the following fields and elements:

- "We found you!!!"
- "Your email:" followed by a text input field containing "aj@lakewaynoka.com".
- "Password:" followed by a password input field with six dots.
- "Confirm Password:" followed by a password input field with six dots and a "Submit" button.

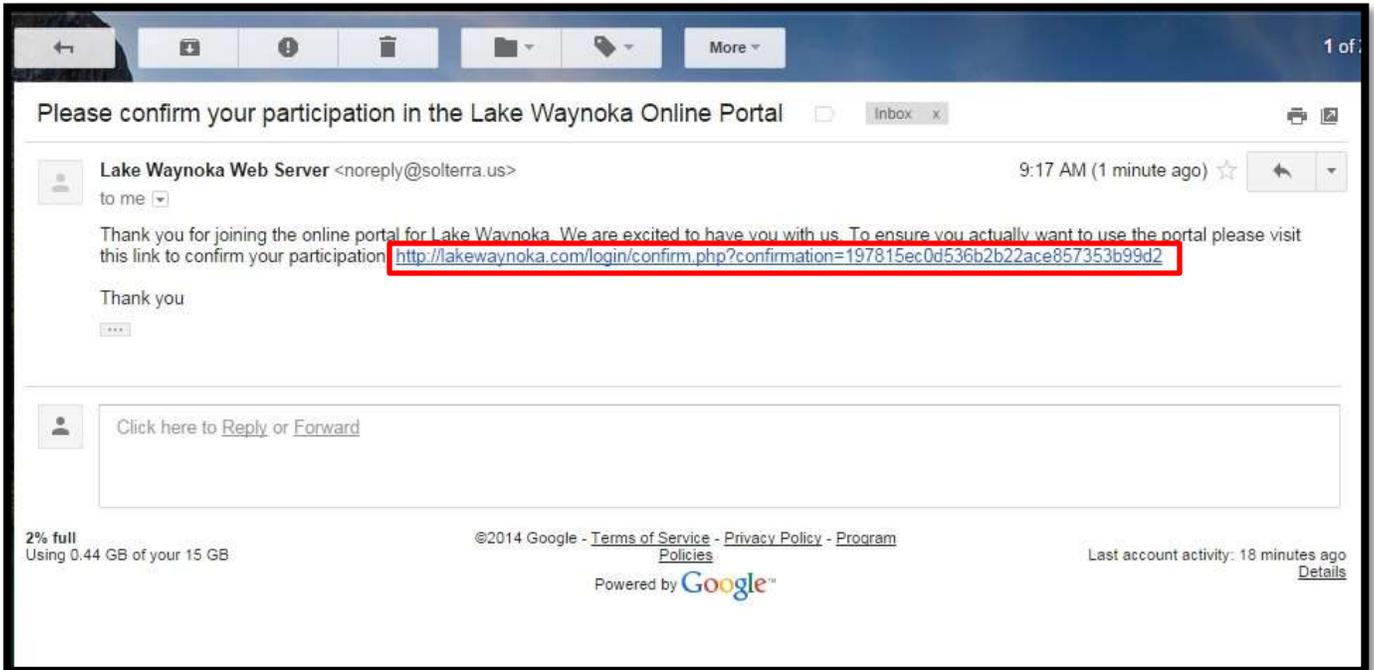
5. Once you hit submit, the page will refresh and you will see a red box like in the image below, **please read carefully** before trying to log in:



The screenshot shows the login page titled "WPOA Meeting Minutes". A red-bordered box highlights a message: "Login established! Please check your email for a verification link, Click that link, and then you can login." Below this message is a blue login form with the following elements:

- "Lake Waynoka Login" header.
- "Username:" followed by a text input field containing "(enter your email address)".
- "Password:" followed by a password input field.
- "Login" button.
- Links for "Register" and "Forgot password?" at the bottom.

6. Navigate to the inbox of the email you used to register, and click on the email from the “Lake Waynoka Web Server”, then click on the link in that email, like shown in the image below:



7. Once you click on the link in the email, you will be redirected to the ‘Meeting Minutes’ page, where you can now log in to view the WPOA Meeting Minutes.

FAQS

Q: I forgot my username/password, who do I contact to retrieve my credentials?

A: Go to the Meeting Minutes page, and click on the "**Forgot password?**" link, then enter your email address you used to register with, and your credentials will be emailed to that email.

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Q: I can't register, I keep getting a "Not a match, or you are already confirmed. Try Again." error.

A: You need to verify that you are entering your last name and primary lot number correctly. Refer to your member card, and input exactly how your last name and lot number are printed on your card. (e.g. if your last name has a space in it, do not leave out the space; if your lot number is 0007, you must include the zeros).

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Q: I just finished registering, but I can't log in.

A: You need to verify your account through email. Refer to step 6 from above.

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Q: What else can I see when I am logged in?

A: Right now, the only thing that you can view when logged in, is the WPOA Meeting Minutes. But, there are more features in the works, coming in the future, for this new login feature.