

## Member Console & Profile

Upon logging into Sedona, you are directed to the Member Console (home screen).

The screenshot shows the Member Console interface for Corie-Lee Lazenby, M.Sc., Instructor. The top navigation bar includes links for Help, Reports, Builders & Tools, Assessment, Research, Service, Experience, Credentials, Teaching, and Other. A red circle highlights the 'Home' link in the top right corner, with an arrow pointing to it from the text 'Return to the member console at any time by selecting home'. Below the navigation bar, a 'Quick Links' section is highlighted with a red box, containing links for Password, Scheme, FAQ, Definitions, Tip, Directory, and Library. The main content area is divided into several sections: Templates | Reports, Builders & Tools, Assessment, Research Activities Entry, Service Activities Entry, Experience Activities Entry, Credentials Entry, Teaching Activities Entry, Other Activities Entry, and Message Center. A speech bubble in the bottom right corner contains the text: 'Navigation Tip Return to the Member Console at any time by selecting home.'

### Quick Links Reference:

**Password:** you may change your password at any time.

**Scheme:** change the colour scheme of your Sedona view at any time.

**FAQ:** includes answers to many common questions about working with Sedona.

**Library:** contains any files you have uploaded into Sedona.

**Definitions:** helps guide you with what to put where.

**Tip:** find helpful hints here!

**Directory:** a quick place within Sedona to find other faculty member's contact information, and if they've made parts of their CV public, a link to that content.

## Navigating in Sedona: Member Console

The main portion of the screen is dedicated to the different categories and headings of your CV. Many of the categories repeat at the top of the screen on the left, in the menu bar.

**Navigation Tip**  
The menu bar remains at the top of the screen in each view, so you don't have to return to the Member Console to add new items to your CV.

## My Sedona Profile

The Profile stores some of your basic biographical and narrative information. Much of this will be blank when you log-in to your member account, but if there was something on your original CV which didn't fit into the allotted template, then you may find that information here.

Changes made in the Profile are automatically saved. Please note that profile data will NOT appear on your CV. This information is often used for grant applications or other templates.

Remember: from the profile, you may return to the Member Console by selecting "Home" from the right side of the screen.

## Exiting Sedona

When you are ready to exit Sedona, use the Sign Out button on the far right.

You are viewing the **Member** console.

CV Profile Home Sign Out

**Navigation Tip**  
As with any web-based software, it is best to avoid using the browser's back button to navigate between screens. Using your browser's back button may cause you to lose information you thought was saved. We strongly recommend that you use the Home button. You will find an on-screen back button available in some of Sedona's screens - use this only to return to the previous menu without saving changes.

You are viewing the **Member** console.

CV Profile Home Sign Out