

INSTRUCTIONS TO ACTIVATE ACCOUNT

How to activate a JDAIconnect account

THE ANNIE E. CASEY FOUNDATION

This document provides step-by-step instructions for activating an account on the gateway to JDAIconnect. In addition to JDAIconnect, the portal provides access to other services through the Annie E. Casey Foundation, such as its grantmaking platform and Community Café.

Please use a current browser like Chrome, Edge, Safari or Firefox to complete this process. Older browsers such as Internet Explorer or Netscape are not supported. Windows 10 or a current version of the Mac OS deliver the best experience.

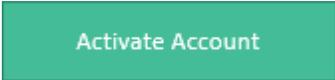
Email JDAIconnectregistrationsupport@aecf.org for assistance.

ACTIVATE ACCOUNT

STEP 1 – RESPOND TO ACTIVATION EMAIL

Check your email. The subject of the activation email is **“Complete your registration to stay connected with JDAIconnect”**.

Click on the Activate Account button in the email.

A green rectangular button with the text "Activate Account" in white.

Please check your inbox, spam, bult and trash folders for the activation email. If you do not have it, then follow the instructions for **creating an account** rather than activating an existing one.

Complete your registration to stay connected with JDAIconnect

Hi John,

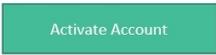
The Annie E. Casey Foundation has enhanced [JDAIconnect](#) with a new login process and created an account for you on its new secure platform. To stay connected with JDAIconnect, you need to activate the account and create a new password, which can be done by clicking the link in the box below.

Your username is _____.

If you'd like, there are step-by-step instructions, with screen shots, available at <https://aecf.box.com/v/JDAIconnect-activate>.

We're looking forward to seeing you in JDAIconnect, the online community for JDAI® practitioners and everyone who cares about youth justice.

Please click the link in the box below to activate your account.

A green rectangular button with the text "Activate Account" in white.

This link expires in 180 days.

STEP 2 – ENTER NEW PASSWORD



Enter new password

Password requirements: at least 10 characters, a lowercase letter, an uppercase letter, a number, a symbol, no parts of your username, does not include your first name, does not include your last name.

Repeat new password

STEP 3 – SELECT YOUR FORGOT PASSWORD QUESTION

Select your forgot password question and enter your answer.

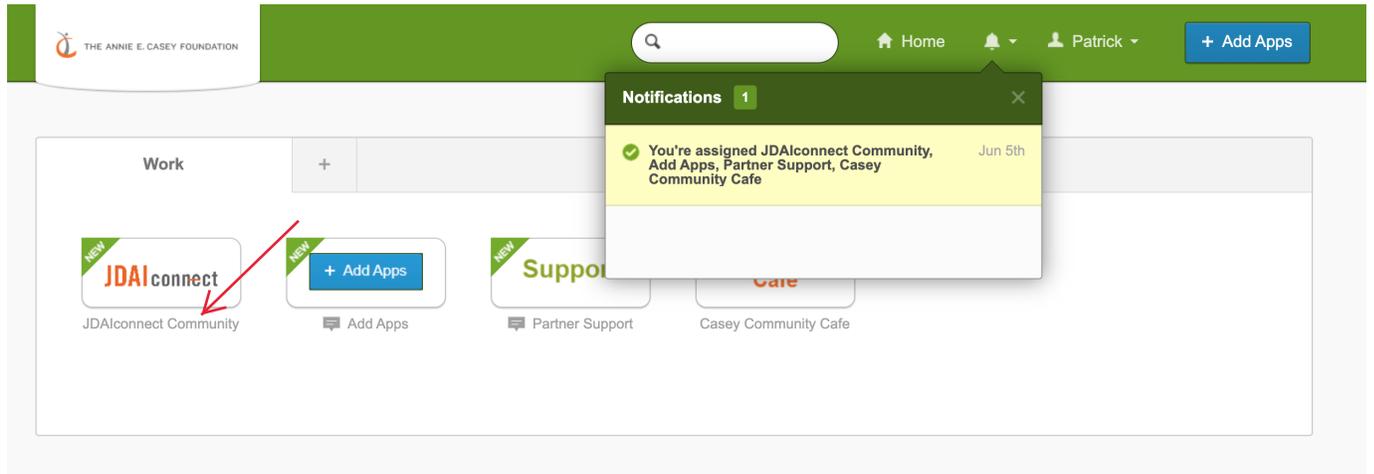


Choose a forgot password question

Answer

STEP 4 – CLICK CREATE MY ACCOUNT BUTTON

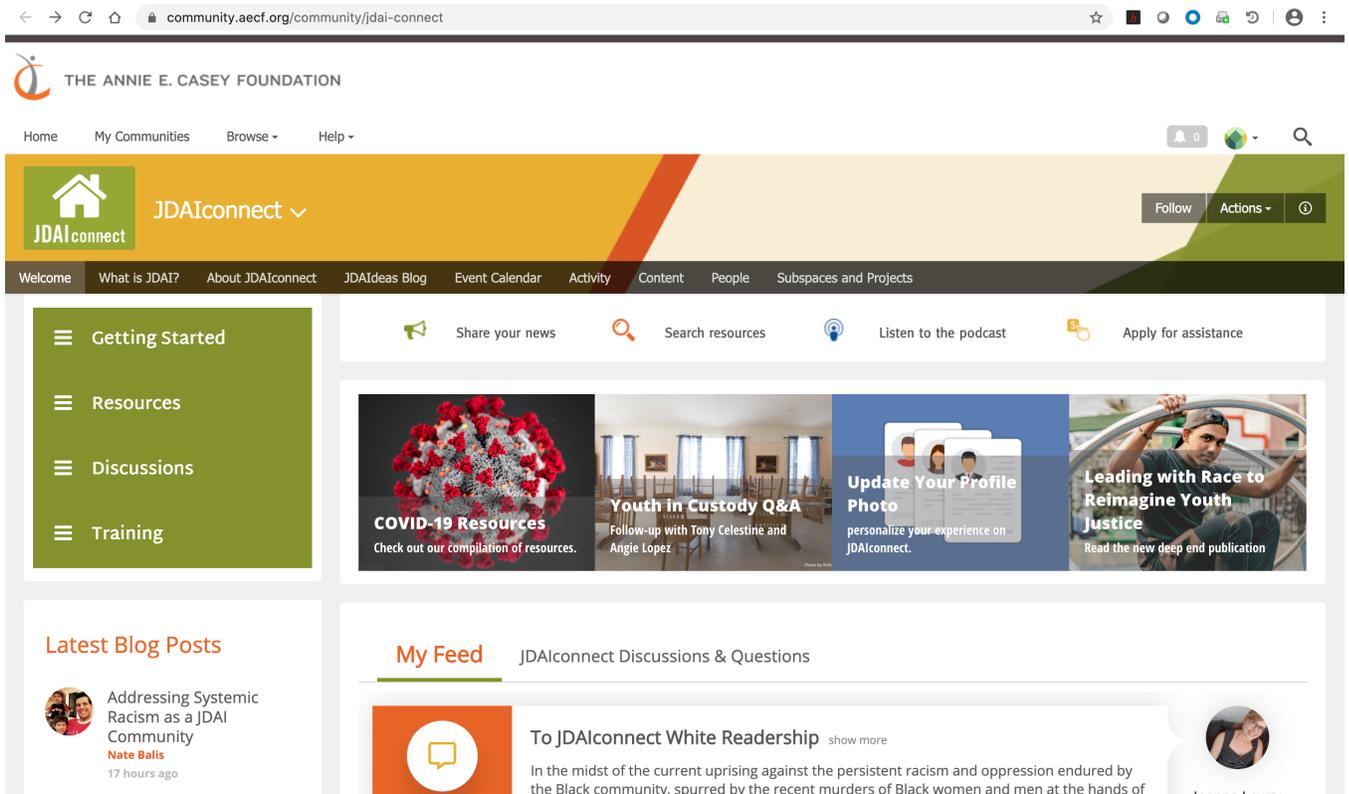
STEP 5 – VISIT JDAIconnect



Click the JDAIconnect button.



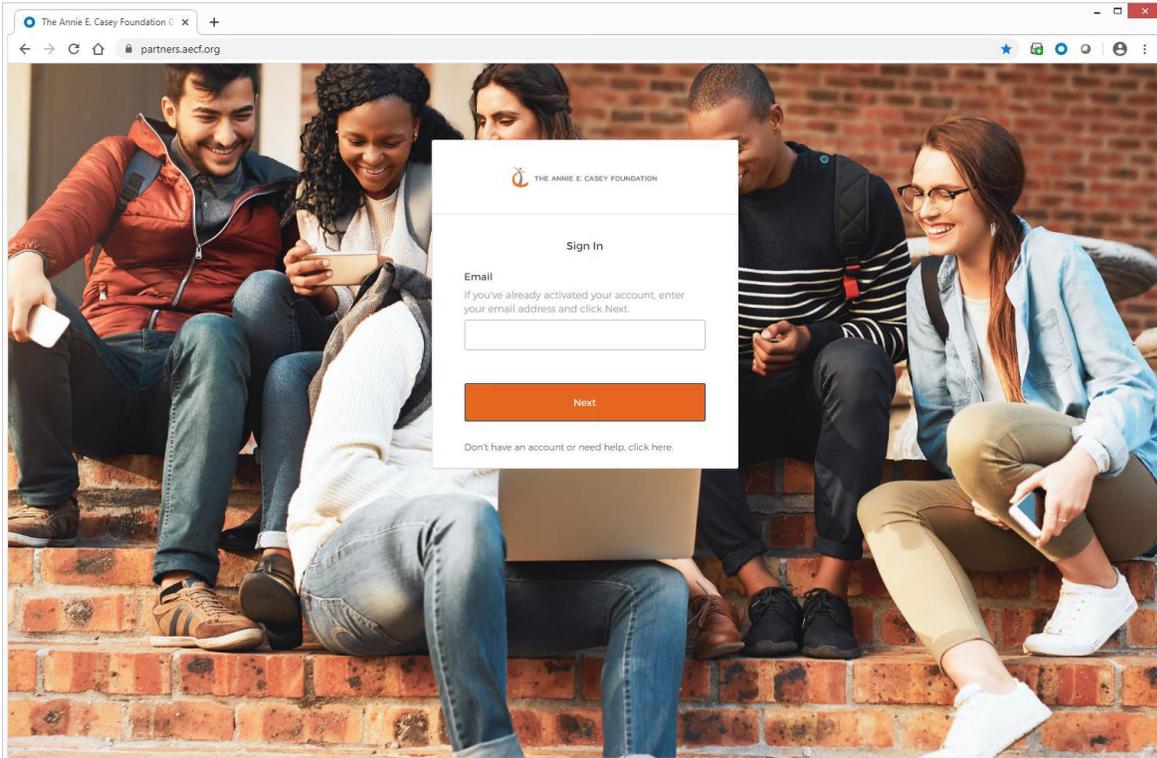
Welcome to the JDAIconnect community!



FUTURE VISITS TO JDAICONNECT, JUST YOUR USERNAME AND PASSWORD

ENTER YOUR USERNAME

Coming back to JDAIconnect is as simple as opening the sign-in page at <https://partners.aecf.org/> Enter your email in the text box and click the Next button. Bookmark partners.aecf.org/ as your gateway to JDAIconnect.



ENTER YOUR PASSWORD

Enter your password and click the Sign In button.

Password

Password must be at least 10 characters and include a lower case letter, an upper case letter, a number, and a symbol. The password can not contain part of the username, first name or last name.