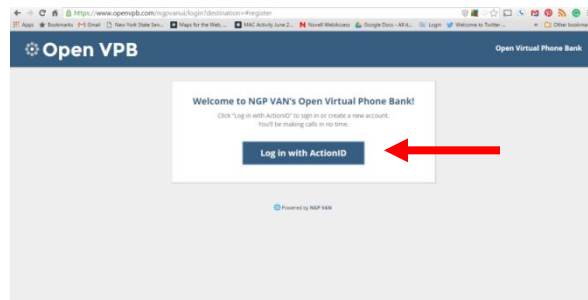


Volunteers will need to create an Action ID in order to log into the phone bank.

1. Go to [www.openvpb.com](http://www.openvpb.com)
2. Click on "Log in with ActionID"



3. Click on "Create ActionID"

4. Type in your email

address, a unique password you make up, and your First Name and Last Name. Phone Number is optional. Click on "Create" It may ask you if you want a second security for this account- you may wish to say no thanks.

5. The next screen will ask you for the VPB Code. This will be provided when the phone bank is active.

6. If you get your user detail screen, simply click on "Log Out" and navigate back to [www.openvpb.com](http://www.openvpb.com) where you can log back in with your new credentials.
7. **IF YOU FORGET YOUR PASSWORD:** Click on "I forgot my password"- provide your email address and you will be emailed a new password.
8. **When calling on personal cell:** feel free to dial \*67 before you dial the number in order to hide your phone number.