

PAOC Portal Account Creation Process

PAOC Portal Account Setup – Step-by-Step Guide

Welcome to the new PAOC portal! Follow the steps below to create your account and get started.

Watch the New Account Tutorial: [How to Create Your New Account](#)

Step 1: Navigate to: <https://my.paoc.org/registration>

PAOC APDC

Home / Register

Register

Register

Email Address *

V5FTsMS

Generate a new image

Play the audio code

Enter the code from the image

Submit

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Step 2: Enter your email address, and fill out the CAPTCHA code below. Click on Submit.

PAOC APDC

Home / Register

Register

Register

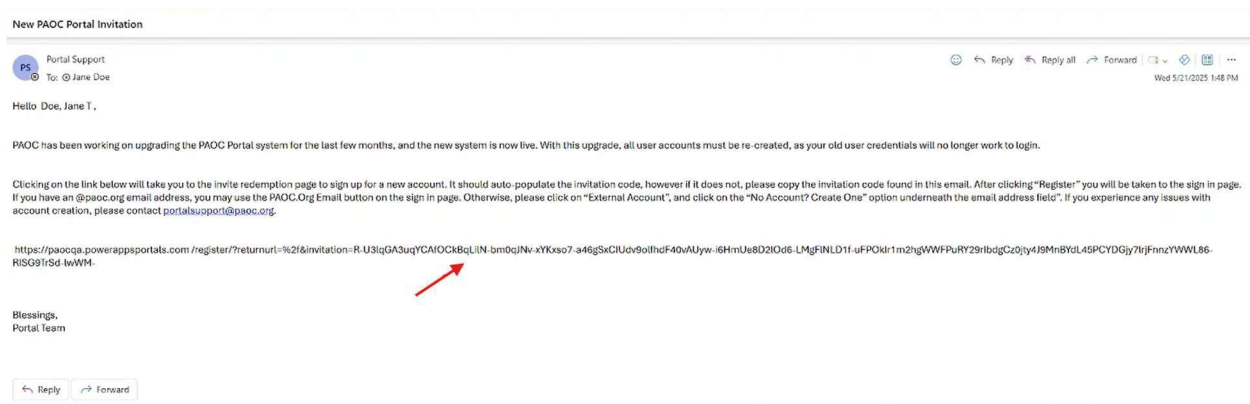
Your registration request has been submitted. You will receive an email with further instructions.

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You should get a green box with the text above. If you get a red box with an error message, please **capture a screen of the error message** and send to portalsupport@paoc.org for assistance.



Step 3: Sign into your email inbox, and click on the link found in the email.



Note: if, when you receive your email, the link does not open, please highlight the entire link, copy it and paste it into the bar at the top of your browser. See screenshots below for process:

Highlight the link, and copy it:

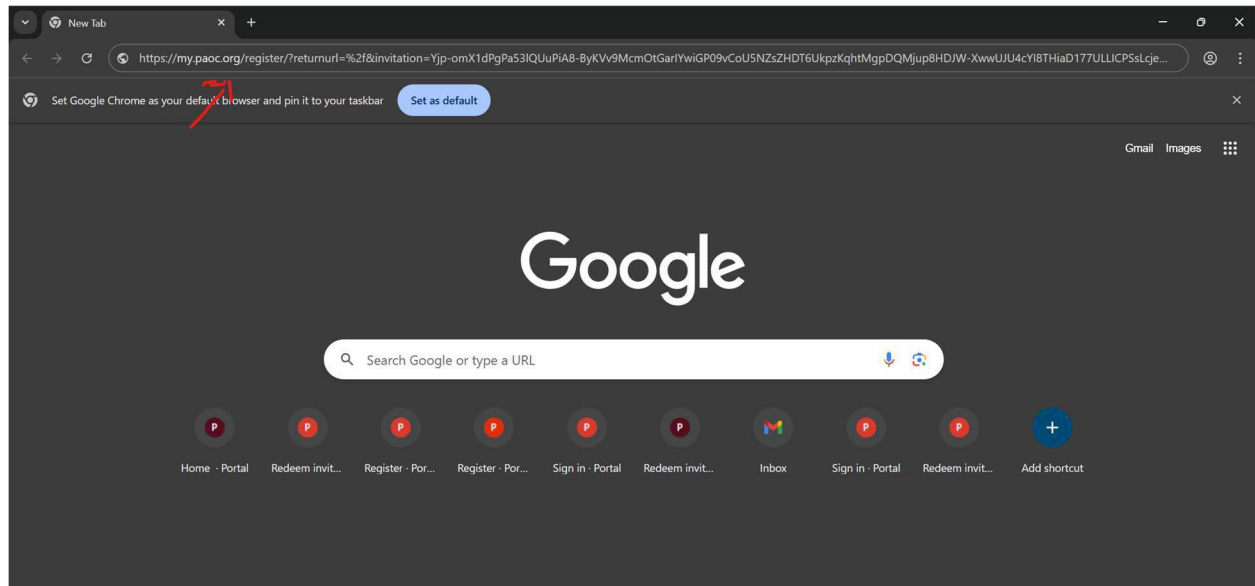
PAOC has been working on upgrading the PAOC Portal system for the last few months, and the new system is now live. With this upgrade, all user accounts must be re-created, as your old user credentials will no longer work to login.

Clicking on the link below will take you to the invite redemption page to sign up for a new account. It should auto-populate the invitation code, however if it does not, please copy the invitation code found in this email. After clicking "Register" you will be taken to the sign in page. If you have an @paoc.org email address, you may use the PAOC.Org Email button on the sign in page. Otherwise, please click on "External Account", and click on the "No Account? Create One" option underneath the email address field". If you experience any issues with account creation, please contact portalsupport@paoc.org.

<https://my.paoc.org/register/?returnurl=%2f&invitation=Yjp-omX1dPgPa53lQUuPiA8-ByKVv9McmOtGarTYwiGP09vCoU5NZsZHDT6UkpzKqhtMgpDOMjiup8HDJW-XwwUJU4cYI8THiaD177ULLICPSsLcjeYYcYuMTkrWR-QeWmLs7P7zysqxVqgzl67xf-bZ7JL-Ptv-MjIbvrS1ZcWI->

Blessings,
Portal Team

Paste into bar at top of browser:



After pasting into the bar, you can press the “enter” key on your keyboard to go to the website.

Step 4: Click on the Register button found on the Registration page.
If you have a PAOC.org email, tick “I have an existing account”.

[→ Sign in](#) Redeem invitation

PAOC PORTAL Registration

Welcome to the PAOC portal registration. Please fill out the fields below to create your account ID.

If you have a PAOC email account (@paoc.org), please ensure you **Click** on the '**PAOC Email**' button when completing the sign-up to login with your @paoc.org email.

ALERT: If you do not click on this button and instead create an account with a username and password, the Portal team will be unable to convert the account later.

Sign up with an invitation code

* Invitation code

☒ I have an existing account

Register

If you do NOT have a PAOC email, leave “I have an existing account” empty.

→ Sign in

Redeem invitation

PAOC PORTAL Registration

Welcome to the PAOC portal registration. Please fill out the fields below to create your account ID.

If you have a PAOC email account (@paoc.org), please ensure you **Click** on the '**PAOC Email**' button when completing the sign-up to login with your @paoc.org email.

ALERT: If you do not click on this button and instead create an account with a username and password, the Portal team will be unable to convert the account later.

Sign up with an invitation code

* Invitation code

HokNXsQyFixkzFV8T7MPpt-Px4CD7-NXrg1lcGO2vU1jsck2i9y8fqNs8hjh3mDYoQ8K8BUqW0U83ys9EnRC9Z641KGv3JYWmu2oP.

☐ I have an existing account

Register

Step 5: Choose your account type to continue registration.

If you have a PAOC.org email, use the “**PAOC.org Email**” button, and sign in with your @paoc.org email.

If you do NOT have a PAOC email, use the “**Standard Login**” button and use your personal email address.

→ Sign in

Redeem invitation

Redeeming code: HokNXsQyFixkzFV8T7MPpt-Px4CD7-NXrg1lcGO2vU1jsck2i9y8fqNs8hjh3mDYoQ8K8BUqW0U83ys9EnRC9Z641KGv3JYWmu2oP3oAh0PH-vQ3fhMi6s9OD0YLJgMJmc-l2gV4UbgMSOGmCL-83ys9EnRC9Z641KGv3JYWmu2oP3oAh0PH-vQ3fhMi6s9OD0YLJgMJmc-l2gV4UbgMSOGmCL-uYrrx8uDuQscIczk7rDYPOw-

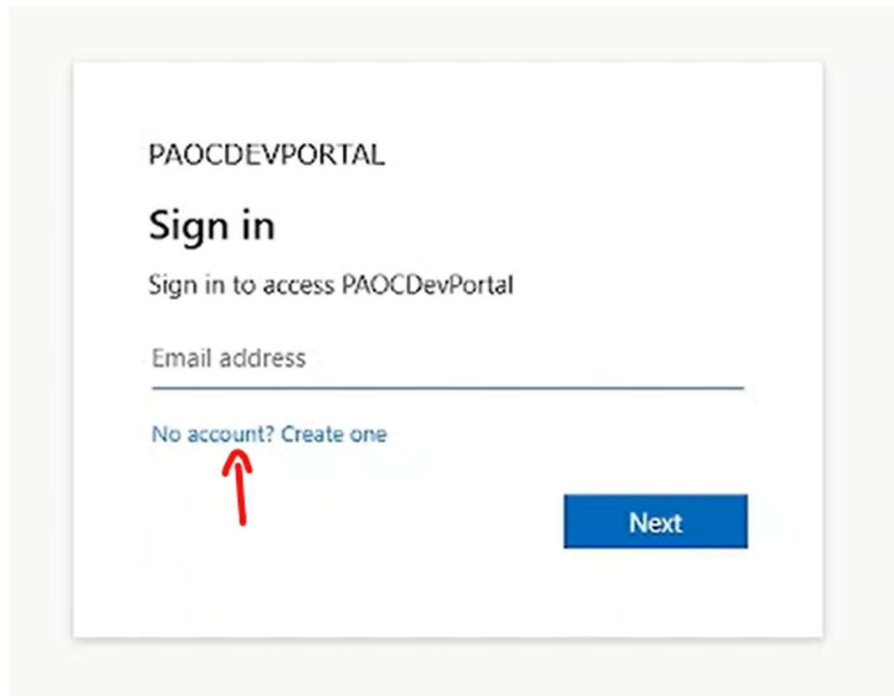
Please choose your account type below to continue with registration:

@PAOC.org Email

Standard Login

Using your Standard Login Account:

1. After clicking on the “Standard Login” button, you will be taken to the sign in page. As we need to create an account, **click on “No account? Create one”**:



PAOCDEVPORTAL

Sign in

Sign in to access PAOCDevPortal

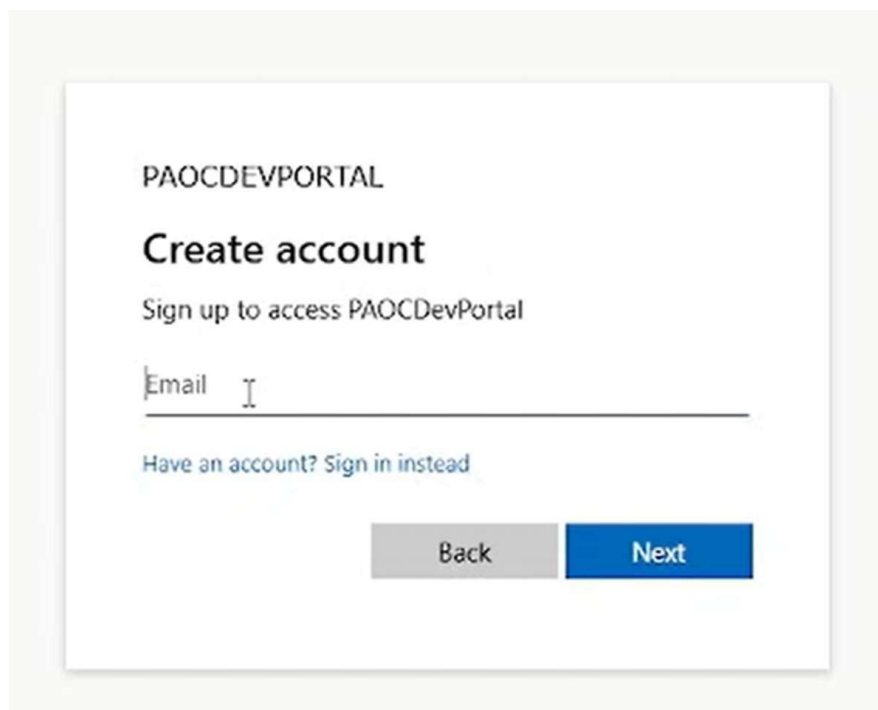
Email address

[No account? Create one](#)

[Next](#)

A red arrow points to the "No account? Create one" link.

2. You will be taken to the “create account” option. Enter your email address, and click on “next”:



PAOCDEVPORTAL

Create account

Sign up to access PAOCDevPortal

Email

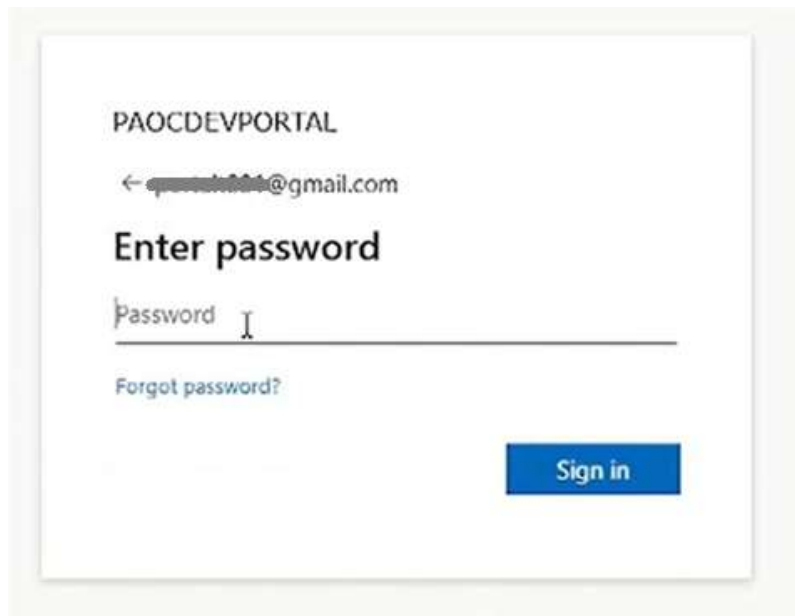
[Have an account? Sign in instead](#)

[Back](#) [Next](#)

3. Enter your chosen password. PAOC recommends using a password that is

- At least 12 characters long
- A mix of uppercase letters, lowercase letters, numbers, and symbols
- Avoid reusing passwords from other websites.

4. Click on "Sign In" your account is now created!



5. Your account will be created, and you will be signed into the portal. This may take a few seconds as your account is created and registered. You can now use the PAOC portal.

If you followed these steps and were unsuccessful, please try these additional steps before contacting our support team:

- Click on this link and watch the video (English only): [How to Create Your New Account](#)
- Clear your browser cache
The browser always caches the previous login, so it blocks the next attempt of registration. This is especially a problem when one computer is used to sign in different people. In this case, you can solve that with following solutions:
 1. Use another computer or mobile phone to register again
 2. Watch these YouTube links for clearing **browser cache** (Universal for both English and French)
 - Windows (Chrome): <https://www.youtube.com/watch?v=T9oAWAxJ03A>
 - Mac (Safari): <https://www.youtube.com/watch?v=YcigwwJ8G6s>
 3. Watch these YouTube links for opening **private mode** (Universal for both English and French)
 - Window (Chrome): <https://www.youtube.com/watch?v=LptiifP7iB0>
 - Mac (Safari): <https://www.youtube.com/watch?v=yuM3DvN0XxE>
- Still having trouble? Contact us at credentials@paoc.org or portalsupport@paoc.org

We're here to help!
