



## Access Intranet

If you are already registered on the [Intranet](#). Here is how you can access the documents:

1. Open a browser (Google Chrome, Mozilla or Safari).
2. Go on the [World YWCA Website](#) to the [World YWCA Intranet](#) section.
3. To login: Input your email Id or the username you used to register add the password you selected when you created your account.
4. Click to log in.

[Here is a video](#) (we created for World Council) to make this process easier for you.

**If you are not registered yet, and you wish to access the meeting documents**, please do so using the following steps:

1. Open a browser (Google Chrome, Mozilla or Safari).
2. Go on the [World YWCA Website](#) to the [World YWCA Intranet](#) section.
3. Click 'Create new account' and fill the form with your following data: Email id, Username, and Password.
4. Check 'I'm not a robot' in the Captcha section.
5. Click 'Create new account'.
6. You will receive the following message: "Thank you for applying for an account. Your account is currently pending approval by the site administrator. In the meantime, a welcome message will be sent to your email address."
7. Please check your SPAM email folder to avoid missing this email.
8. You can also register using social media by clicking on the related social media icon.

For more details, please write to [communications@worldywca.org](mailto:communications@worldywca.org).