



The ZAA Portal is a registered only area for Zoo and Aquarium Association Members and Subscribers who will have exclusive access to view members-only content. This area of the Portal contains general resources, including the following:



- ✓ General Announcements
- ✓ Newsletter Archive
- ✓ Information for new members/subscribers
- ✓ Free Entry Program information for Individual Members
- ✓ Conference Proceedings
- ✓ List of ZAA Awards
- ✓ Association Guidelines on Animal Health and Biosecurity



## OUR MEMBERS

Visit our lists of Institutional Members and Subscribing organisations under **OUR MEMBERS**.

A **MEMBER DIRECTORY\*** has also been developed to assist you in connecting with persons working in the zoo and aquarium community.



## GOVERNING DOCUMENTS

Association, policies, governing documents, position statements and guidelines are all found within one area - our **POLICIES** document library. Browse or use the search field to find relevant documents.



## ACCREDITED MEMBERS

The Association is pleased to recognise Institutional Members who have achieved Accreditation.

*The ZAA Accreditation Program acknowledges and promotes positive animal welfare opportunities for the animals under our care, and provides community assurance of our members' commitment to high standards in animal welfare.*

## ANNOUNCEMENTS & EVENTS



By visiting **CALENDAR OF EVENTS** you will find a comprehensive a list of ZAA and global events to pencil into your schedule and you can keep up to date with ZAA Executive Office news under **ANNOUNCEMENTS**.



## ASMP RESOURCES\*

Under the Australasian Species Management Program (ASMP), member organisations collaborate to plan and manage their animal collections in ways that improve their sustainability and contribute to species conservation. Here you will find TAG resources, records on species position holders, Census and Plan access, and more.



## SPECIALIST ADVISORY GROUP RESOURCES

ZAA Specialist Advisory Groups (SAGs) operate as communication networks for zoo and aquarium staff working in specialised areas. This area offers resources to these groups.

*Please note that some SAGs resources are exclusive to SAG members only.*

# Instructions on your invite to the ZAA Portal

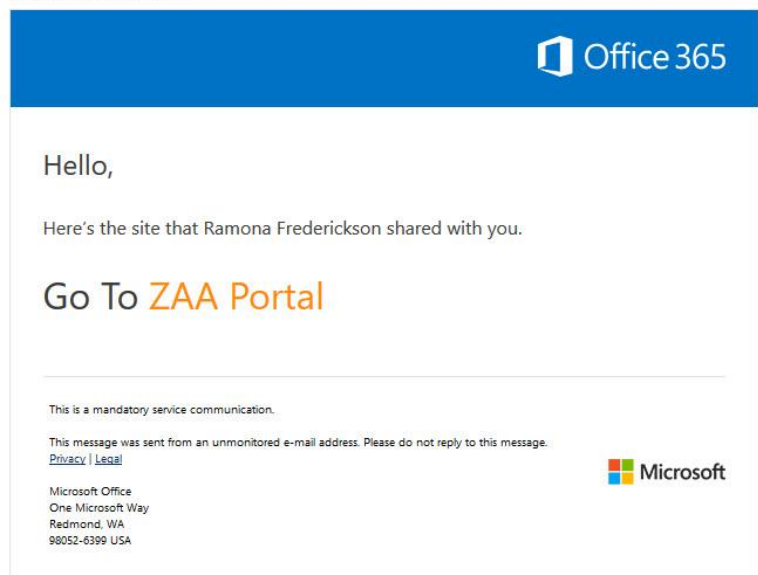
(February 2016)

We have had great success in launching the ZAA Portal in 2015 and inviting all our members and users with access. The ZAA Portal has undergone a major upgrade since then (you will see a difference!) and Microsoft will now manage your account access to the ZAA Portal. This means you will be sent an invite to the ZAA Portal and you will need to create an account if you don't have one already with Microsoft Office 365. It's a simple few steps and once completed you will have access to the new and improved ZAA Portal!

## Step 1

You will receive an email (right) that will invite you to visit the ZAA Portal. Click on the link which should take you to a login page.

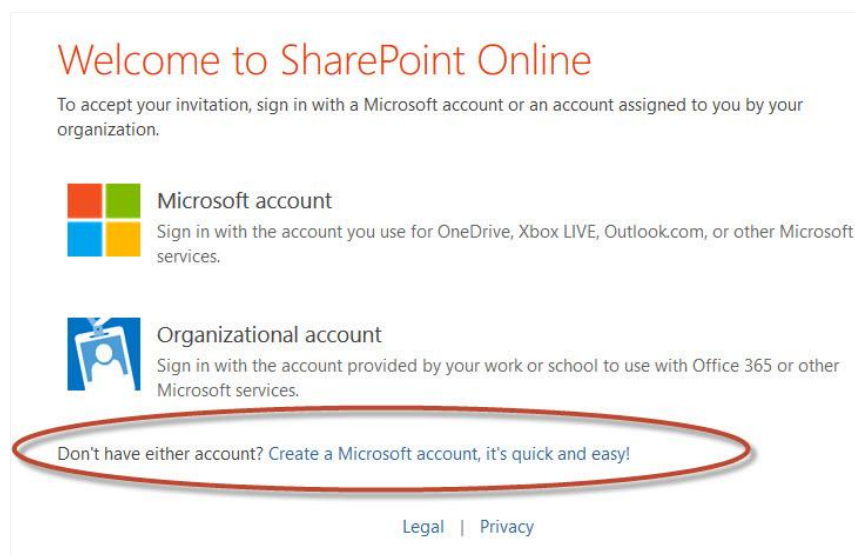
[View this email in your browser](#)



## Step 2

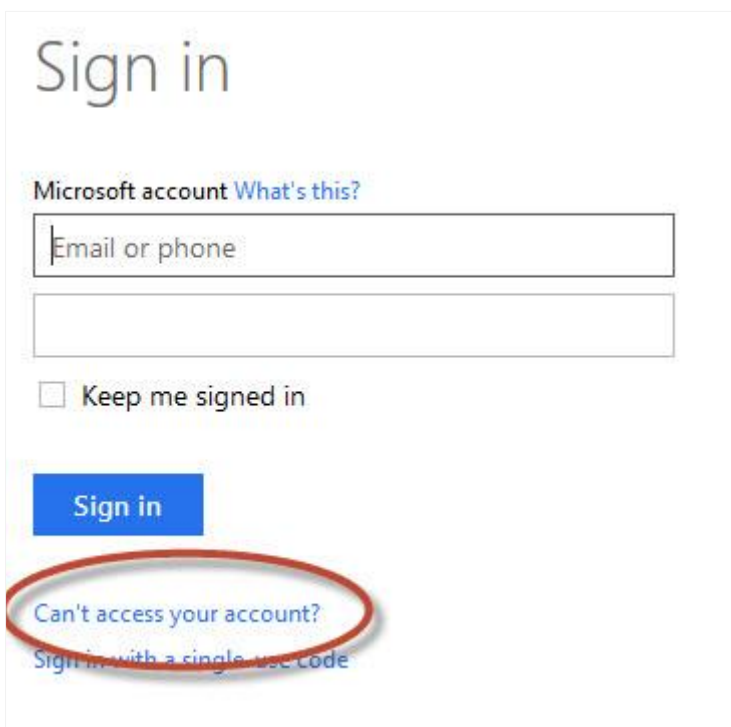
You may be a user of Microsoft's Office 365, in which case you can use your current Microsoft account login. If you don't have a Microsoft account you will need to click **CREATE A MICROSOFT ACCOUNT** below the two account choices (circled below in red).

**PLEASE USE THE EMAIL ADDRESS THAT THE INVITE WAS SENT TO WHEN CREATING YOUR ACCOUNT OTHERWISE YOU WILL RECEIVE AN ERROR WHEN ACCESSING THE PORTAL.** If you wish to use another email please contact [ramona@zooaquarium.org.au](mailto:ramona@zooaquarium.org.au)



# Forget your Password?

It happens to us all! You can follow Microsoft's password reset/retrieval process by visiting <https://login.live.com/>



Sign in

Microsoft account [What's this?](#)

Email or phone

Keep me signed in

[Sign in](#)

[Can't access your account?](#)  
[Sign in with a single-use code](#)