How to Access NAMI Signature Program Extranets, the Education Help Desk and Report Program Data

1. Go to the NAMI homepage, at [www.nami.org](http://www.nami.org) and click on **Sign In**.

2. **Sign in** with your nami.org username and password.

3. From your myNAMI page, click on **Extranet Access** under the heading **MY LEADER DASHBOARD**. **NOTE:** If your NAMI State Organization has not granted you extranet access, you’ll need to contact them to give you permissions.
4. Click on **Education, Training and Outreach Programs** on the left side of the page.

5. Click on the name of the program you want to access. To access the Education Help Desk, click on **Education Help Desk** on the left side of the page. To report program data, click on the **REPORT YOUR PROGRAM DATA** button on the right.
6. Click on the name of the program for which you want to report data. You can also access this page directly through the link www.nami.org/programdata.

7. A Windows Security popup window will appear, asking you to log in. You may have to click **Sign in as another user** in order to enter the correct username. Please note that this is **NOT** asking for your personal nami.org login information, but for the following:

   Enter the username: education@nami.org
   Enter the password: nami
   Then click **OK**
8. Enter your data in the boxes. Then click **OK**, and your data will be submitted and complete.

![Educational Classes > Classes Survey > New Item Classes Survey: New Item](image)

**Troubleshooting: Compatibility View**

The NAMI program data website may not work properly depending on your version of Internet Explorer. When you turn on **Compatibility View**, the webpage will be displayed in a functional version on Internet Explorer. Please note not all website display problems are caused by incompatibility. Interrupted Internet connections, heavy traffic or website bugs can also affect how a webpage is displayed.

**Option 1**
- If Internet Explorer recognizes a webpage is not compatible, you will see the Compatibility View icon button on the address bar.
- Click the Compatibility View icon button
- The webpage will refresh, enter your data as usual

**Option 2**
- Click on the **Tools** Menu Bar (Alt + T)
- Click on **Compatibility View Settings**
- The current webpage will be automatically filled into **Add this website**:  
  - If incorrect, please add http://www.nami.org/programdata
- Click **Add** – then **Close**