

## **UNITE Training**

UNITE is the International's new member management system. This website houses all contact, membership, and training records, plus much more! Register today to stay on top of your union and FTIUM information.

## Register for Unite as a New User

- 1. Open a web browser (Chrome & Edge preferred)
- 2. Go to unite.iupat.org
- 3. Click New User? Sign Up



- 4. Pick a username (must be your email associated with the union)
- 5. Pick a password/passphrase that you will remember
- 6. Retype your chosen password
- 7. Click Register
- 8. Head to your email and click the registration email information.
- 9. Follow the remaining steps
- 10. Agree to the Terms and Conditions
- 11. Re-log in to Unite

## **Change Contact Information**

Once you log in, click on the 3 bars  $\equiv$  to get to **My Account** and click **Tools**. Click on **My Profile**. In the **Contact** tab, check your:

- Home phone #
- Mobile phone #
- Primary Email

Make changes as needed. Don't forget to save your new information!

To change your address, click on your current address, then:

- 1. Choose the category
- 2. Select country
- 3. Write in street address, city/town, state, postal code

## <u>Training Records</u>

Click on *My Education* to find all current classes, past classes with expiration dates, and certificates!



