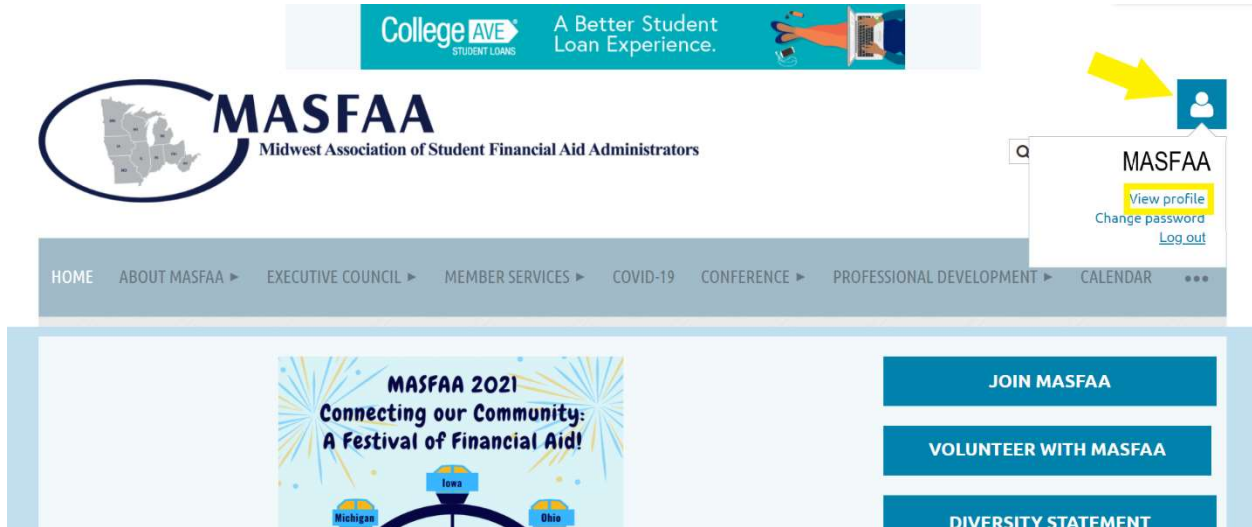


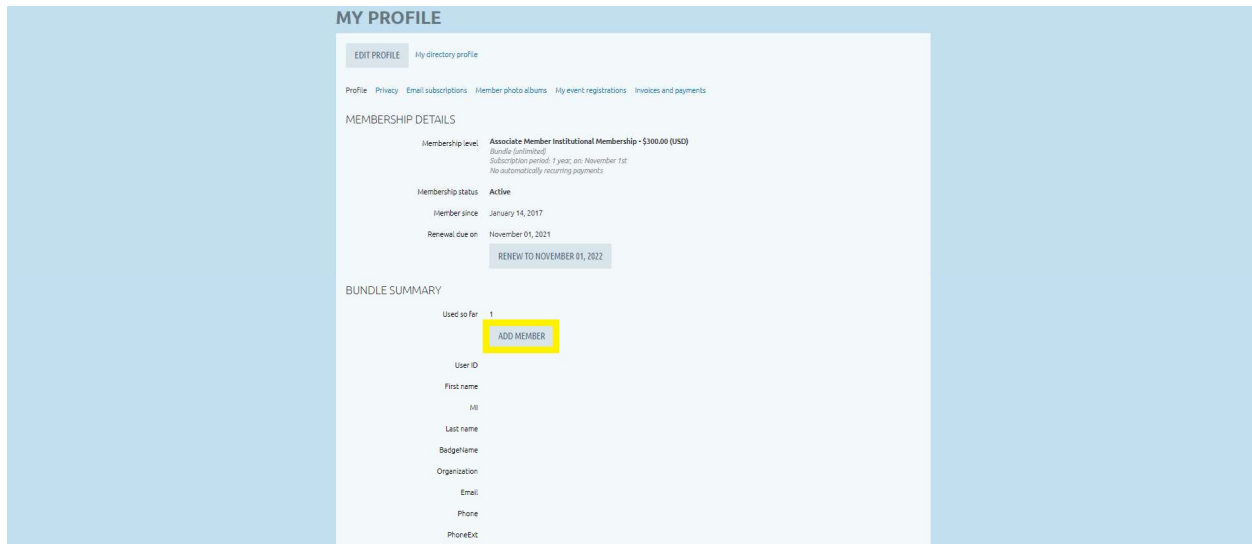
## Adding Bundle Members

*As a reminder, members cannot be added to a bundle until the institutional or organizational membership invoice has been paid. Only the bundle administrator is able to add members.*

1. Log in at masfaaweb.org and navigate to your profile.

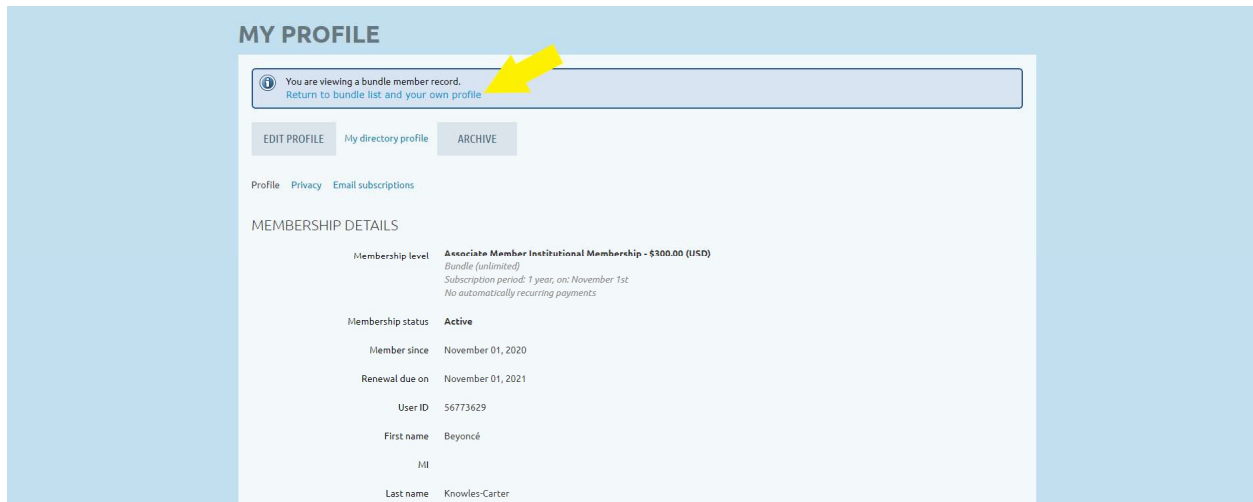


2. Once in your profile, scroll down to the Bundle Summary section. To add a bundle member, click Add Member.

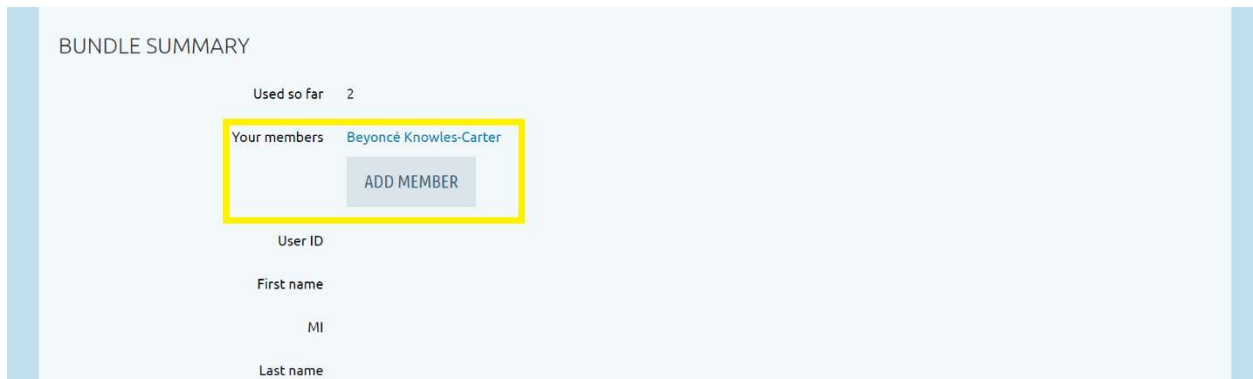


3. Enter all of their information and click Save at the bottom of the page.

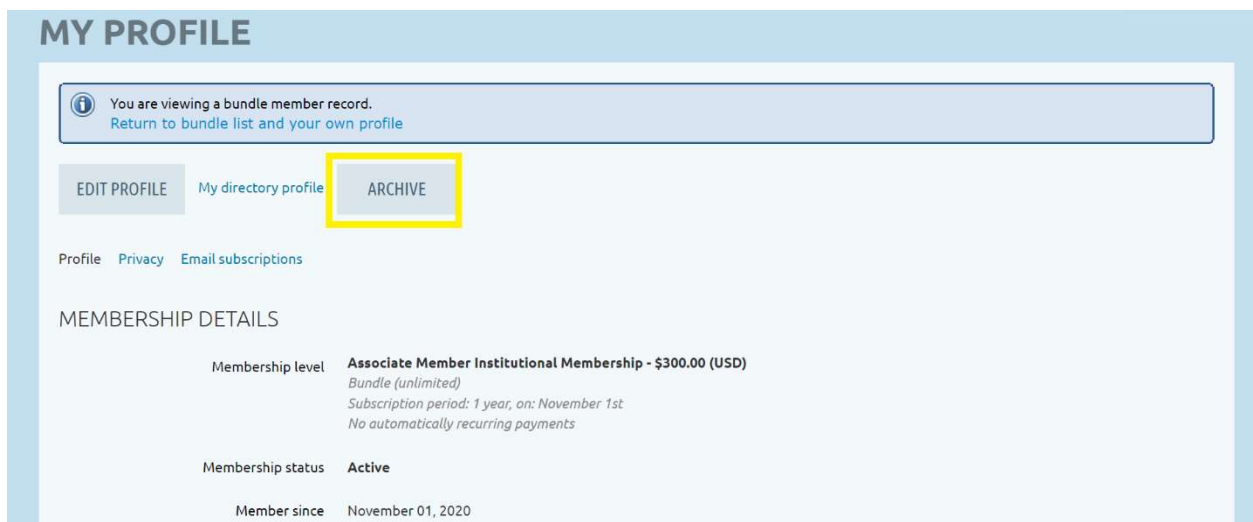
4. Please note, after you have saved the bundle member, you will be sent to the bundle member's record. To get back to your own profile and continue to add more members, click Return to bundle list and your own profile.



5. You are now able to see your bundle members and continue to add members.



6. Do you need to remove a member from your bundle? Click on the member's name and select the Archive button.



You can add and remove bundle members from your profile at any time.