

## Steps to Requesting Access to Maintenance Connection

The image shows a web browser window displaying the Maintenance Connection login page. The browser's address bar contains the URL [https://www.maintenanceconnection.com/mcv18/online/mc\\_login.htm](https://www.maintenanceconnection.com/mcv18/online/mc_login.htm). A yellow callout box with an arrow points to this URL, containing the text: "Click on the link or enter it into your browser".

The page features the Maintenance Connection logo at the top, which consists of a blue checkmark inside a yellow square followed by the text "MAINTENANCE CONNECTION®". Below the logo is a white login form with a blue border. On the left side of the form is a photograph of a person's hands typing on a keyboard and using a mouse. The form contains the following elements:

- The heading "Welcome." in a large, light gray font.
- The instruction "Please enter your Member ID and Password." in a smaller gray font.
- Input fields for "Member ID:" and "Password:".
- A "Language:" dropdown menu currently set to "English".
- An orange "OK" button.
- Three links in green text: "Having trouble logging in? [Click here.](#)", "Forgot Your Password? [Click Here](#)", and "Want to Sign Up? [Click Here](#)".
- A fourth link in yellow text: "Want to View Our Website? [Click Here](#)".

A second yellow callout box with an arrow points to the "Click Here" link next to "Want to Sign Up?", containing the text: "Select 'Click Here' next to 'Want to Sign Up?'".

At the bottom of the page, a small copyright notice reads: "Copyright © 2019 Maintenance Connection, LLC. All Rights Reserved."

# Sign Up



Cancel

By signing up to use the Maintenance Connection or simply requesting information, you are taking the first important step toward ensuring your Company / Organization's assets are well maintained.

Please select an option below:

Choose "I am NOT a Member..."



- I am NOT a Member of the Maintenance Connection.
- I am an existing Member of the Maintenance Connection.

Member Name:   
Password:

Then Click "OK"



OK

# Sign Up



← Back ↩ Cancel

By signing up to use the Maintenance Connection you are taking the first important step toward ensuring your Company / Organization's assets are well maintained.

Please select an option below:

**I am NOT a Member of the Maintenance Connection:**

- I have been provided with a **Connection Key** to **sign up** with an existing Company / Organization that has been previously established.

Enter "RMHC" as the Connection Key



Connection Key:

Then Click "OK"



OK

## Complete Profile Information



← Back ↩ Cancel

We need to gather some information from you to complete your Member account. Please answer the following questions below. Where you see an \* indicates you must provide information for that particular item.

### Profile Info

\*First Name:   
Middle Initial:   
\*Last Name:   
\*Email Address:   
\*Language:

Enter your Name and Email Address

Select desired Language from the dropdown list

### Member ID / Password Info

\*Choose a Member ID:   
\*Choose a Password:  Medium  
\*Retype the Password:

Enter a Member ID (e.g. first.last name)

Enter a Password (minimum of 6 characters)

If you forget your Password we will ask you the following:

\*Choose a Question:   
\*Answer to your Question:

Select and answer Security Question

### Repair Center Info

\*Specify your Repair Center:

Choose Repair Center, which should reflect your chapter or site/building

Read (below) then accept terms of use

### Terms of Use

\*  I have read and accept the terms of use. (see below)

OK

Then select "OK"

## Sign Up



← Back ↩ Cancel

**Congratulations!** You have successfully connected to Ronald McDonald House. Please note however that this connection will still need to be approved prior to you accessing it.

A message titled 'Your Connection to Ronald McDonald House' has been sent to Ronald McDonald at ronald.mcdonald@e-mail.com. Please look for this message in your Email. Click on the OK button to return to the logon page.

Note – you should receive an e-mail indicating that your Access Request is awaiting approval.

You will receive a second e-mail once your access is approved; please allow up to 24 hours for approval

OK

\*Contact [help@rmhc-cmms.com](mailto:help@rmhc-cmms.com) if you have any questions