

## Private Web Portals

### Private Web Portal

When a User arrives at a Microsearch Private Web Portals, the user is required to register to access the resources available on that portal. Registration is easy, and the User must complete the Registration Form: .



Username:   
Password:   
 remember me on this computer  
  
[Register As A New User](#)  
[I Forgot My Password](#)

Pressing the Register as a New User line returns the request form.



**Register as a new user** [X]

Username:   
Full Name:   
Email:   
Password:   
Verify Password:   
Position:   
Council:   
Local:   
Department:   
Office Phone:   
Cell Phone:

Registration request is normally approved within minutes, but will occasionally take one business day.

### Opening Private Web Portals

## Multimedia Search Help Site

A Handy Tutorial for All of MicroSearch's Search Solutions

<http://help.microsearch.net>

Once a new user has registered and been granted access the private web portal, the Web Portal Home page will appear:

**Home** **Contents** **Search** **Users** **Reports** **Preferences** **Logout**

**Databases**

- Affiliation Agreements
- Contracts
- E Contracts Archive
- All Constitutions
- Constitutional Interpretation
- Current Constitutions
- Deactivated and Merged Constitutions
- IEB Minutes
- Judicial Panel Decisions
- Jurisdictional and Partnership Agreements
- Magazines
- Proceedings
- Sample and Model Language
- Settlements

**Staff Resources**

- People and Political Action

**WELCOME TO THE [redacted] ONLINE DATABASE SITE**

Please note that a new upgraded document control and navigation bar was implemented April 18, 2014. There now is a single bar with all of the functionality needed to navigate and access fielded information and attachments right in one place. Click [HERE](#) for additional information.

**STAFF RESOURCES**

| Name  |
|---|
| <a href="#">20,000 Stronger</a>               |
| <a href="#">People and Political Action</a>   |
| <a href="#">Power to Win</a>                  |
| <a href="#">2009 Staff Exchange Materials</a> |
| <a href="#">Staff Directories</a>             |
| <a href="#">Settlements Reports</a>           |

**FULL-TEXT WEBSEARCH DATABASES**

| Database                                      | Records | Date      |
|---|---------|-----------|
| <a href="#">Affiliation Agreements</a>        | 245     | 4/18/2014 |
| <a href="#">Contracts</a>                     | 8061    | 2/10/2014 |
| <a href="#">E Contracts Archive</a>           | 16082   | 2/7/2014  |
| <a href="#">All Constitutions</a>             | 13613   | 4/17/2014 |
| <a href="#">Constitutional Interpretation</a> | 374     | 4/16/2014 |

The user selects the database of interest, and can proceed to browse the Table of Contents to find the document needed, or conduct either a General Search, or a Precise Search.

[Search](#), [Navigation](#), [Tab](#), and [Special Features](#) Help are all available when needed.