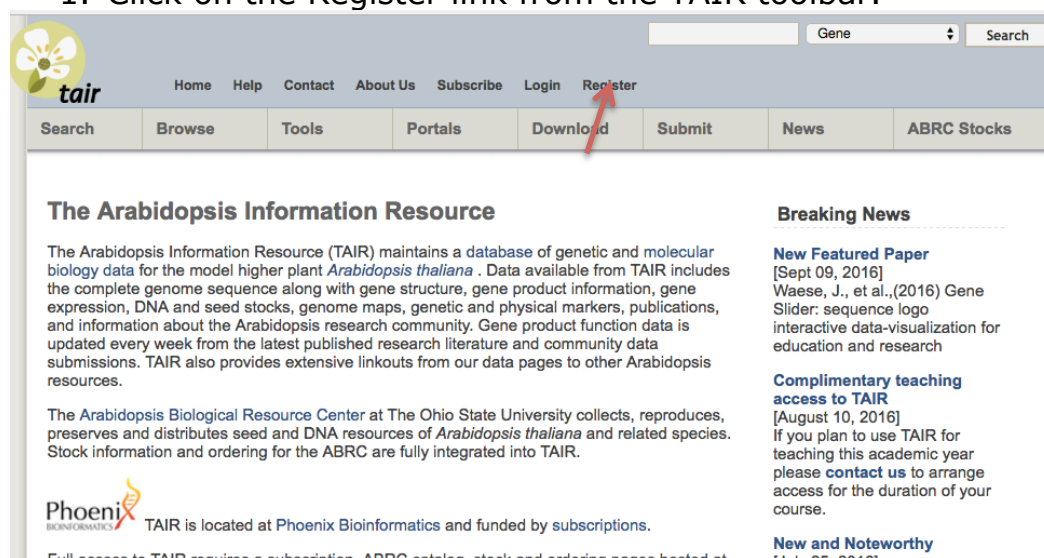# REGISTRATION HELP

Before you register as a new user please use the [TAIR community search](#) to check to see if you already have an existing account.

If you already have an account but have forgotten your password you can reset your password from the login screen.

If you have an account but have forgotten your username or your email address has changed and you can't reset your password please contact us at curator@arabidopsis.org
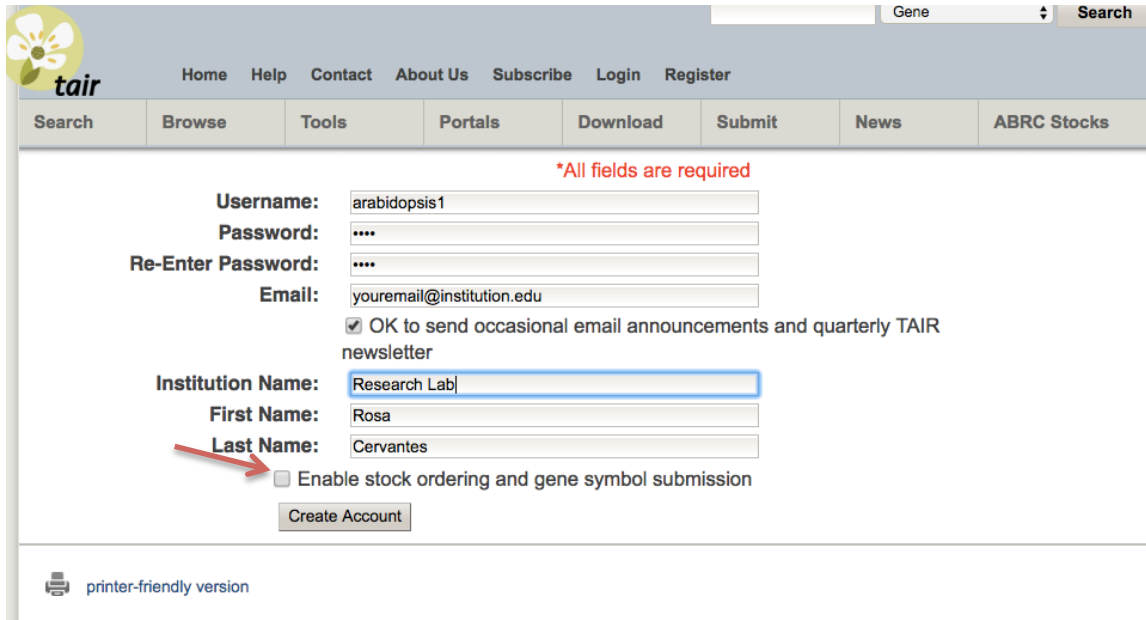
Registering as a new user.

1. Click on the Register link from the TAIR toolbar.

2. Create your username (max 10 characters,no spaces) and password (max 10 characters). **Enter information in all the requested fields**.
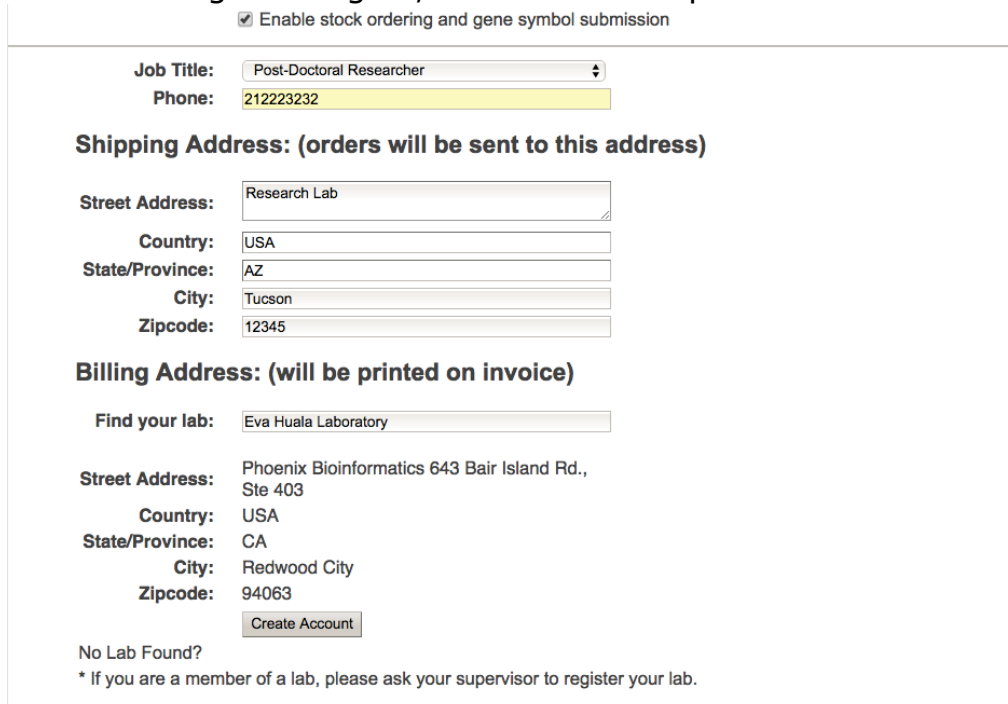
3. If you plan to order stocks from the ABRC check the 'enable stock ordering and gene symbol submission' box, otherwise click 'Create Account'. You can always request ordering privileges later.

4. Enter in all requested information. Choose the best job title that fits, enter your telephone number and shipping address. The country and state/province fields are predefined and will autocomplete once you start entering text. Again, all fields are required.

5. Search and add yourself to an existing lab. Start entering the lab name (usually last name of the lab group leader) and the autofill will suggest possible matches. If you cannot find your lab then you will need to ask your supervisor to register and create a lab. If you are the head of the

lab then you can create your own lab by checking the box to 'Create new lab'.

6. Once you are done entering your information, click 'Create Account'. You will see a confirmation that your account has been created. If you have requested ordering privileges, please allow up to 1 business day for ABRC to approve ordering access.