



The Foundation for Shamanic Studies

a non-profit educational organization

How to Post a Shamanic Services or Member Bios Listing

Save these instructions for future reference.

Log in to the FSS Circle and “My FSS”

1. Go to <http://www.shamanism.org/members/index.php>
 2. Enter your FSS ID NUMBER.
- NOTE: If your membership in the Circle has expired, you may re-enroll easily online at: <http://www.shamanism.org/join/>
3. Enter your PASSWORD.
 4. Click on the “LOGIN” box.
 5. You will now see the FSS Circle main page (next page).
 6. Click on “My FSS” in the right hand column.

Note: For security, we recommend that you change your password after logging in for the first time. Under “My FSS”, click on Account Overview, then “Change Password” under Account Summary.

Edit Your Members Print Directory & Shamanic Services Information

7. Click on “Create/Edit Members Directory & Resource Guide Listing.”
 - a. Click on the appropriate response for the Directory Listing questions (Yes or No).
 - b. Insert the number of years of your shamanic healing and/or divination practice.
 - c. If you want your information to be included

in the print directory, **you must select “Yes”** to this statement: “Please include my name, telephone number, and the above information in *The Shamanism Annual*.”

Post Your Shamanic Services Listing

8. To add/edit your Shamanic Services Listing, click on “Create/Edit Shamanic Services Listing” under the “My FSS” heading.

- a. For your listing to appear online, **you must select “Yes”** to this statement: “Please include my name, a contact link and the above information in the online Shamanic Services Listings.”
- b. To upload an image, locate the “Upload Image” section. Upload an image by clicking on the “Browse” box and selecting the desired image from your computer files. Be sure to select the box certifying that you have permission/copyright to use the image.
- c. List your website in the “website” box, if you have one and want it displayed. (A return link to www.shamanism.org on your website is appreciated.)
- d. Type your written description into the text box called “Describe Your Practice or Other Shamanic Service.” (maximum 30 words)
- e. Check the “Terms of Use” box.
- f. Click on “SUBMIT.” Your submission will be reviewed by FSS, then posted on the website, typically in less than 48 hours (more may be required on weekends and holidays).

Post Your Member Bios Listing

9. Sponsoring and Council members, to create a Member Bios Listing, click on “Create/Edit Member Bios Listing.”

a. For your listing to appear online, **you must select “Yes”** to this statement: “Please include my name, a contact link and the information below in the online Bios Listings.”

b. You may upload an image by clicking on the “Browse” box and selecting the desired image from your computer files (it may be the same or different than your Shamanic Services image). Be sure to select the box certifying that you have permission/copyright to use the image.

c. List your website in the “website” box, if you have one and want it displayed. (A return link to www.shamanism.org on your website is appreciated.)

d. Type your written description into the text box called “Bio.” (maximum 150 words)

e. Check the “Terms of Use” box.

f. Click on “SUBMIT.” Your submission will be reviewed by FSS, then posted on the website, typically in less than 48 hours (more may be required on weekends and holidays).

You are finished. You may return to “My FSS” anytime and update or change your Shamanic Services Listing or Bio.

For Help

First, read the Circle FAQ (frequently asked questions). Click on Circle FAQ in the right hand column FSS CIRCLE navigation bar.

If you need help logging on or have technical questions, contact the Administrator: admin@shamanism.org.

You may also contact Susan directly for help: smokelke@shamanism.org.

We hope that you will find the FSS Circle and the Shamanic Services and Member Bios Listings helpful in your practice and study of shamanism.

FSS Circle Landing Page

Welcome to the Circle of the Foundation, Susan

As a member of the Circle of the Foundation, you have access to these exclusive features:

New Section! My FSS

My FSS is the place to:

- Update your listing in *The Shamanism Annual* voluntary Circle of the Foundation Members Directory.
- Take advantage of the public **online Shamanic Services Listings** if you have a shamanic healing or divination practice.
- Let our website visitors know about you and your shamanic work through a **Member Bio** (available to Shamanic Partners who contribute \$25 per month or more, or to Council Shamanic Associates).

FSS Forum

The FSS Forum discussion board is your place to explore, connect, share, and learn with other contributors. If you've already registered, **login now**. If you haven't, **register now** and

Circle of the Foundation

My FSS

- **Account Overview**
- **Create/Edit Members Directory & Resource Guide Listing for *The Shamanism Annual***
- **Create/Edit Shamanic Services Listing**
- **Create/Edit Members Bios Listing**

FSS FORUM REGISTRATION

AUDIO WITH MICHAEL HARNER
Talks by and interviews with Michael Harner

CONTACT DONOR SERVICES

CIRCLE FAQ

CIRCLE HOME