

Heritage Oak Park Comm...  
www.heritageoakpark.com/person\_edit.asp?title=Resident&action=Add

Community Association  
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Admin FL Bill News

### Add New Resident

First Name:  test Required

Last Name:  test Required

Login Name:  test Required

Password:  \*\*\*\*\* Required

Confirm Password:  \*\*\*\*\* Required

Security Level? (1-99):  
Resident = 50  
Administrator = 1

Birthdate (mm/dd):

Employer:

Occupation:

Home Phone:   Hide from Address Book

Work Phone:  (Hides with Home Phone)

Cell Phone:  (Hides with Home Phone)

Other Phone/Fax/Pager:  (Hides with Home Phone)

Email Address:  sghomenet.com@gmail.com  Hide from Address Book

Resident 2 First Name:

Resident 2 Last Name:

Resident 2 Birthdate (mm/dd):

Resident 2 Employer:

Resident 2 Occupation:

Resident 2 Work Phone:

When you are filling in the information for a new resident you will need to make sure that you have filled out these 6 fields, at minimum. Without anyone of these fields, the profile will not be able to be created.

Alt Address 2:

Alt City:

Alt State:

Alt Zip:

Moved Here From:

Move-In Date (mm/dd/yyyy):

Web Site Address:  http://

Computer Type:

Connect Speed:

Hobbies:

Interests:

Organizations:

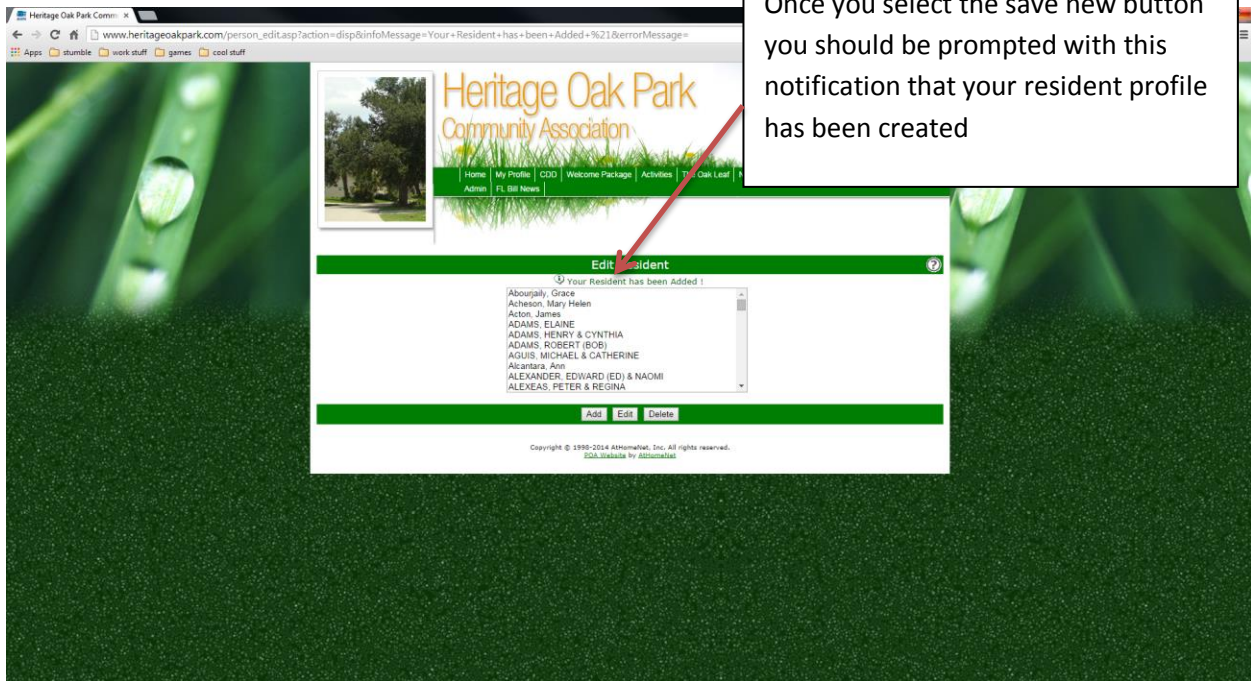
Additional Information	
Label (example: Car Make/Model)	Value (example: Ford Mustang)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Administrative Information	
Label	Value
<input type="text"/>	<input type="text"/> (View Level: 1, Edit Level: 1)
<input type="text"/>	<input type="text"/> (View Level: 1, Edit Level: 1)

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Once you've completed putting in the information for the resident, scroll down to the bottom of the page and select the "Save New" button.





Once you select the save new button you should be prompted with this notification that your resident profile has been created