

## SolivitaLive Website Instructions

We are extremely proud of the many features in the website and the sense of community this is able to bring to Solivita. When you first log on at [www.solivitalive.com](http://www.solivitalive.com), you will see the vibrant colors and rotating pictures of people enjoying the community. This is the public page that will provide an understanding of the flavor of Solivita, listing our many clubs and providing a copy of the most recent calendar.

To register on the website please do the following:

- Enter [www.solivitalive.com](http://www.solivitalive.com) in your web browser
- Scroll to the **bottom** of the home page to **Open An Account**
- Click on **Registration**
- Enter your **5-digit ID** number (on the back of your ID) and your **last name**, click submit
- **Create a user name and password**, one that you will remember, click submit
- On the next page, check the box which asks if you would like to be in the Resident Directory
- Registration is complete
- Return to the Home Page
- Look for the **Log-In to Your Account** Box - Type in the USERNAME AND PASSWORD you just created

Once you log-in to the member only section of **solivitalive.com**, you can easily find functions and when they are scheduled with our **Interactive Calendar**. If something seem interesting to you, click on the name of the function and a brief description with date, time and location of the event will open.

This main resident page also has a **Notice Board** to keep you informed of the important notices and information.

One of the most exciting features about this page is the ability to customize exactly what you want to see in **Club Activities**. The club content will be maintained by specific individuals within each club and may contain club documents (charter, bylaws, etc.) as well as, upcoming events, articles of previous functions and pictures of the different activities.

Other features of the website include:

- **My Classifieds** which lists any items that are posted for sale, or advertise your own items.
- **Resident Directory** where you can search by first name, last name, addresses or phone number! Do not know how to spell their whole name? Just enter a part of the name (or part of any of the other search criteria categories) and the website lists everyone meeting that criteria.
- **FAQ** section (Frequently Asked Questions) which will allow you to search for answers to questions containing certain user-entered key words.
- **Forms & Documents**. This section includes forms such as Resident Event Request form, Architectural Review Committee Application, Warranty Work Request Form, and many others.

Keep watching for updates and enhancements as we continue to add new features to the website.