How to Sign Up for an Iowa Breastfeeding Database Account

To sign up for an account and participate in the Iowa Breastfeeding Database on the Coffective dashboard, follow the steps below.

Request to Sign Up

- 1. Go to Coffective Account Registration.
- 2. Click "Request to sign-up."
- 3. Enter your organization name, organization type, and state.
- 4. Click "Next."
- 5. Enter your first name, last name, and email address.
- 6. Click "Submit request."

You will see a confirmation that your request has been sent. Coffective Support will review your request and reach out within 1-2 business days.

Complete Account Set-up

Once your request has been reviewed, you'll receive an email prompting you to complete your account set-up.

- 7. Within the email, click "Complete account set-up."
- 8. Your web browser will open directing you to the Coffective website. Click "Next."
- 9. Create a password and reenter the password to confirm.
- 10. Click the checkbox agreeing to the Terms & Conditions.
- 11. Click "Finish set-up & login."
- 12. You'll get a notice that your account registration is successful. Click "Let's go." You'll then be taken to your dashboard, which completes your account sign-up process!

Log into Your Account

Each time you want to come back to the dashboard, simply log into your account.

Get Help & Learn More

- Watch step-by-step instructions on <u>How to Sign Up for a Coffective Account</u>.
- Learn more about the <u>Coffective dashboard</u>.
- Ask questions and get technical support: <u>solutions@coffective.com</u>.

