The Academy's Action Center: How to Take Action Tutorial

Welcome to the Academy's new Action Center. This tool allows you to send an electronic letter directly to your U.S. Representatives and/or Senators to express support or opposition for bills that impact our profession and the health and nutrition of Americans. Action alerts allow us to bring our issues to the attention of members of Congress, and raise awareness about and add legitimacy to a particular priority issue. Follow the steps below to make your voice heard:

1. On the Action Center welcome page, begin by clicking on the "take action" button or hyperlinked text.



Click to take action

- Take Action
- 2. After clicking on the green "take action" button or text, you will be asked to sign in to your Academy account with your User ID or Password. Sign in to continue. If you are already signed into your account, you will be automatically directed to the next page.

Sign in to your Academy account
eqt [®] Shift PRO Academy of Nutrition and Dietetics
Use this secure universal login to access the Academy's official websites, including eatrightPRO.org, eatrightSTORE.org, eatrightCPE.org, DPG/MIG sites, digital products and more.
Enter your User ID or Email
Continue
Don't have an account?

right. Academy of Nutrition

3. You will now be on the Action Center homepage. Here you can scroll down and read through any open Action Alerts the Academy has available. To take action, simply click on the open alert and continue. In this example I'll be taking action on the Nutrition Care Act.



4. At the top of this page you should see text that says, "Hi your name in your location," which is a quick way to confirm you are ready to go. On the left-hand side of this page you can read a little more about the policy issue the Academy supports and on the right-hand side of the page you can review your profile contact information that is used to connect you with your member(s) of Congress. Your first name, last name, email address and home information should be automatically filled in for you. Note: you may need to fill in the Prefix box to take action.

After confirming that your profile information is correct, you may choose to sign up for text alerts, subscribe to email alerts or be remembered the next time you log in. We encourage you to keep the "Remember me" box checked to make taking action the next time around easier.

Click on the green "Review Your Message" button to continue.

Action Center



Let your members of Congress know how important this bill is to you, our profession, and all the individuals with eating disorders who would benefit from this expansion! 5. On the right-hand side you will see a bulleted list of your U.S. Senators and/or Representatives. You will have the opportunity to customize the message you are sending to them by clicking on the editable text box. In the message body, for example, add a personalized story about why this issue is important to you or share information that is specific to your state or congressional district.

Note: According to the Congressional Management Foundation, members of Congress are <u>four times</u> more likely consider taking action on a personalized request versus a form letter when receiving fewer than 50 messages from constituents on a specific issue they have not firmly arrived to a decision on.

Once you have finished personalizing your message, click on the green "Send Message" button to send your message.



6. After sending your message you will receive a thank you on the next page and confirmation with which members of Congress you have contacted in a bulleted list. You can share that you have taken action on this issue on social media by choosing to share via Facebook, Twitter, LinkedIn, or email.

from this expansion!

To take action on additional Action Alerts, click on the hyperlinked "Action Center" text to return to the Action Center homepage.

Action Center



7. You will also be sent a confirmation email from *bounce@bounce.votervoice.net* notifying which congressional offices you have contacted about this issue. Please save this email to your records so you know which alerts you have taken action on. If you would like to see a history of all the Action Alerts you have ever taken, you can click on the link at the bottom to see the details and history of your activities.

D	bounce@bounce.votervoice.net on behalf of donotreply@votervoice.net Mon 3/16/2020 9:41 AM Nathaniel Stritzinger ⊗	ᡌ	5		
	*** Please do not reply to this emailthis confirmation simply lets you know that we have re send your message(s). ***	eceive	d you	ır request t	0
	Mr. Nathaniel Stritzinger MPHN RD:				
	Thank you for asking your members of Congress to support the Nutrition CARE Act.				
	We are able to connect with key Congressional leaders because of relationships built throug contribution to ANDPAC, every dollar makes a difference!	gh AN	DPAC	. <u>Make a</u>	
	ANDPAC is able to accept donations only from U.S. citizens. Donations to ANDPAC are not tax-deductible. Academy members are n ANDPAC and there is no reprisal for not contributing.	ot requin	ed to co	ntribute to	
	right ADVOCACY The Academy of Nutrition and Dietetics Political Action Committee				
	You have communicated with the following:				
	Delegate Eleanor Norton <i>(email)</i>				
	To view more details and a history of your activities on this site, please click the link below:				

https://www.votervoice.net/EATRIGHT/Activities?id=g-56RKJVJfq4f6L2haOaJHY8Ujo3GM2h6ly68ZhW_hM

Thank you for taking action! If you have any further questions or need additional assistance, please contact <u>Emily Kranias</u>.