



Jensen Lakes Homeowners Association
Membership Card – Photo Instructions

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Add Membership Photo

To sign into your online account, go to www.jensenlakeshoa.ca
Click 'Contact' and 'Click here to login to Ivnet Central'
In the top right corner, click 'Log In'

Cart (0 items) View Register Log in


Enter your username and password.
Once signed in, click 'Profile' in the top right corner

Cart (0 items) View Dashboard Profile Logout

You will be redirected to the Settings portion of your profile. Click 'Select Avatar'

Avatar

image of size 200 width x 200 height is recommended. This image will be resized to 32x32 for showing in header



Select avatar Upload avatar

Select your digital picture on your computer and click 'Open'. Your picture should appear. Click 'Upload Avatar' to complete the upload.

Avatar

image of size 200 width x 200 height is recommended. This image will be resized to 32x32 for showing in header



Select avatar Upload avatar

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Division of Core Management Group, Inc.
Office Address: 1250, 5555 Calgary Trail, Edmonton, AB T6H 5P9
Phone: 780.651.1577 www.coremanagement.ca

Entourage Membership Photos - Adults

You are not able to upload membership photos for your entourage members, they must log-in and upload the photo themselves.

When you are signed in, click 'Profile' in the top right corner

Cart (0 items) View ▾ Dashboard Profile Logout

Q Search

Click on 'Entourage' on the left side of the screen

Settings

Payments Due

Past Payments

Entourage

Waitlists

At the bottom of each entourage member, you will see an email box.

- ❖ If the email is correct, your entourage member can go to www.jensenlakeshoa.ca, click 'Contact' and 'Click here to login to Ivnet Central'. In the top right corner, click 'Log In' and 'Forgot Password' to gain access.
- ❖ If the email is incorrect, please update the email and click 'Update Email'. You must use a unique email for each member.
- ❖ If the email you enter has already been taken, please contact Core Real Estate Group at the contact details below.

STATUS

Confirmed

BIRTHDATE

2000 January 01

ADD TO INVOICES

☐ Include this member as 'Invoice Recipient'

PRIMARY ADULT

This user is an adult ▾

EXTEND MEMBERSHIPS (CONTACT ADMIN)

☒ Extend memberships

Delete

* Email

Update email

Once complete, refer the entourage member to [Add Membership Photo](#) section of this document.

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Entourage Membership Photos – Children 12+

Children aged 12 and up will require a Membership Card.

- ❖ If your child does not have an email address - please wait for the Jensen Lakes Facility Centre to open. A photo can be uploaded at that time.
- ❖ If your child does have an email address – please follow the below instructions.

Once signed in, click 'Profile' in the top right corner

Cart (0 items) View Dashboard Profile Logout

Search

Click on 'Entourage' on the left side of the screen

Settings

Payments Due

Past Payments

Entourage

Waitlists

- ❖ If the email is correct, your entourage member can go to www.jensenlakeshoa.ca, click 'Contact' and 'Click here to login to Ivrnet Central'. In the top right corner, click 'Log In' and 'Forgot Password' to gain access.
- ❖ If the email is incorrect, please update the email and click 'Update Email'. You must use a unique email for each member.
- ❖ If the email you enter has already been taken, please contact Core Real Estate Group at the contact details below.

STATUS

Confirmed

BIRTHDATE

2000 January 01

ADD TO INVOICES

☐ Include this member as 'Invoice Recipient'

PRIMARY ADULT

This user is an adult

EXTEND MEMBERSHIPS (CONTACT ADMIN)

☒ Extend memberships

Delete

* Email

Update email

Once complete, refer the entourage member to [Add Membership Photo](#) section of this document.

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Entourage Membership Photos – Children under 12

Children under 12 do not require a Membership Card.

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