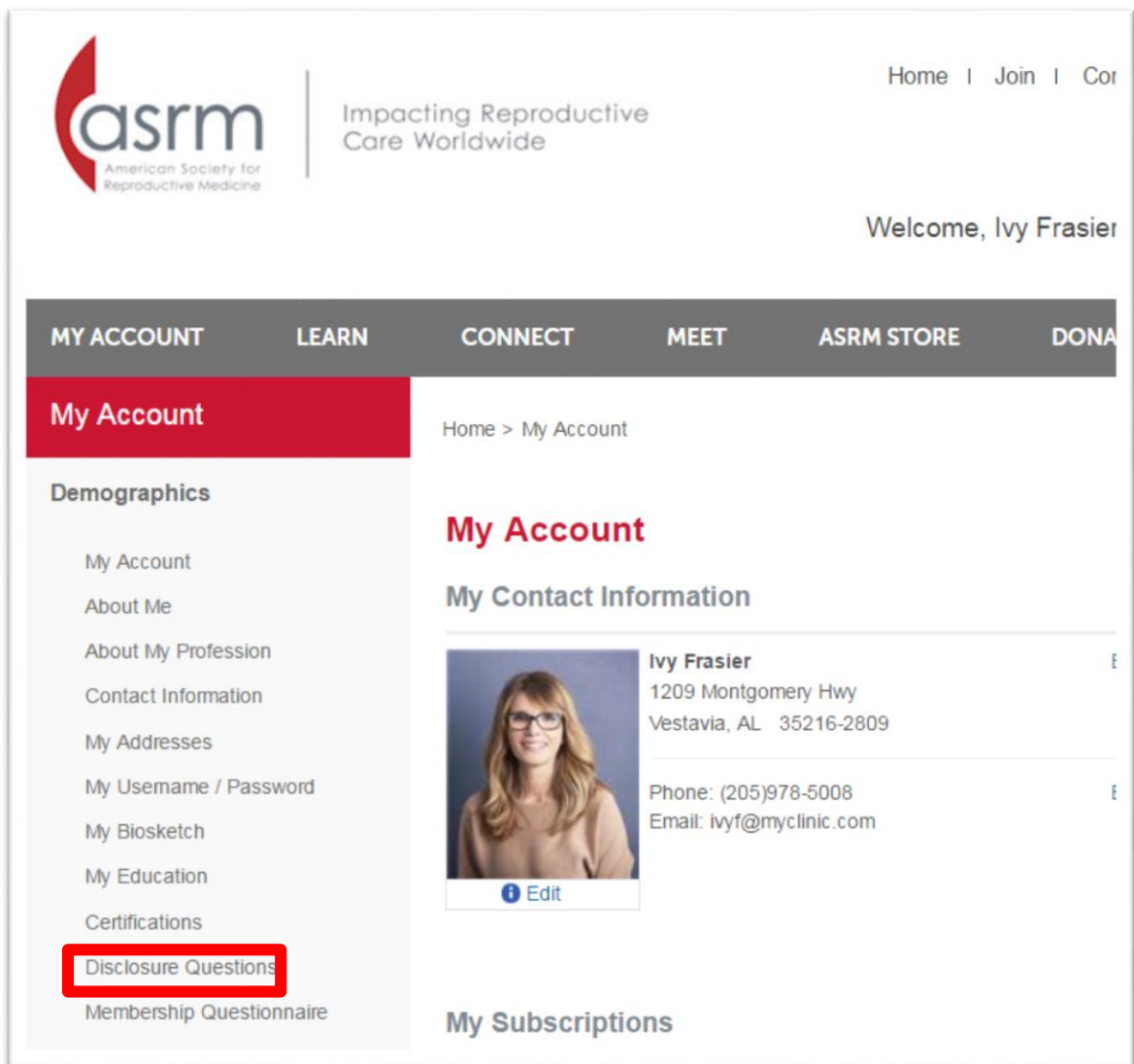


# How to Complete or Update a Disclosure

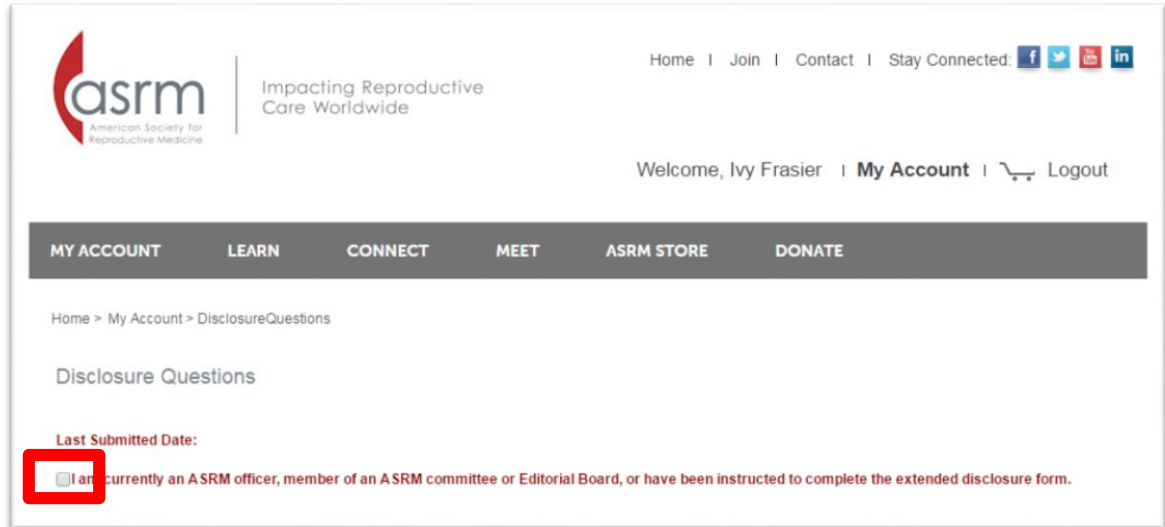
1. Go to [www.asrm.org](http://www.asrm.org) and click “**Log in**” (located in the upper right corner on a desktop computer).
2. Select “**My Account**” at either link shown at the top of the page and select “**Disclosure Questions.**”



The screenshot displays the ASRM website's user interface. At the top left is the ASRM logo with the tagline "Impacting Reproductive Care Worldwide". The top right corner shows navigation links: "Home | Join | Cor". Below this, a personalized greeting reads "Welcome, Ivy Frasier". A dark grey navigation bar contains the following menu items: "MY ACCOUNT", "LEARN", "CONNECT", "MEET", "ASRM STORE", and "DONA". The "MY ACCOUNT" section is expanded, showing a sidebar with a red header "My Account" and a list of options: "Demographics", "My Account", "About Me", "About My Profession", "Contact Information", "My Addresses", "My Username / Password", "My Biosketch", "My Education", "Certifications", "Disclosure Questions" (highlighted with a red box), and "Membership Questionnaire". The main content area shows a breadcrumb "Home > My Account", a heading "My Account", and a section titled "My Contact Information" featuring a profile picture of Ivy Frasier, her name, address (1209 Montgomery Hwy, Vestavia, AL 35216-2809), phone number (205)978-5008, and email ivyf@myclinic.com. An "Edit" button is visible below the profile picture. The "My Subscriptions" section is partially visible at the bottom.

**The Disclosure Questions page will appear.**

3. Check the first box if you are currently an ASRM officer, member of an ASRM committee or Editorial Board, or have been instructed to complete the extended disclosure form. This opens additional fields to complete.



4. Complete each section on the page to add or update your relationships.
5. At the end, check the box to attest that your responses are accurate and type in your name.

I attest that, to the best of my knowledge, all responses are current and accurate

Name:  1/23/2017

6. Click **Submit**.