

# Enrolling in IEEE's Attendance System

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Starting September 2009, the IEEE P1619 Security in Storage Working Group is moving to using the IEEE's attendance tool named IMAT. To use this tool and have your attendance counted, you need to do the following before the first meeting that you plan to attend:

STEP 1. Do you have an IEEE Web Account (IEEE Database)?

&ndash;NO :

&bull;GO CREATE A WEB ACCOUNT - [www.ieee.org](http://www.ieee.org) - Set up IEEE Web Account

&bull;FOLLOW THE INSTRUCTIONS TO CREATE NEW WEB ACCOUNT

&ndash;YES:

&bull;I have an IEEE Web Account and remember your username and password. GO TO STEP 2

&bull;I have an IEEE Web Account but don't remember the password. RESET YOUR PASSWORD [www.ieee.org](http://www.ieee.org)  
 Set up IEEE Web Account

&bull;IMPORTANT! Your IEEE Web Account holds your contact information. Make sure this is up to date by logging into your Web Account and review/update your contact information.

&ndash;I AM NOT SURE:

&bull;I don't remember if I have a Web Account. contact [c.sahr@ieee.org](mailto:c.sahr@ieee.org)

&bull;I don't remember my IEEE Web Account USERNAME contact [c.sahr@ieee.org](mailto:c.sahr@ieee.org)

STEP 2. Have you visited myProject (Standards Association Database)?

&ndash;NO:

&bull;Log onto myProject <https://development.standards.ieee.org/my-site>

&bull;FOLLOW THESE INSTRUCTIONS

&ndash;Click Manage Activity Profile

&ndash;Expand IEEE COMPUTER SOCIETY

&ndash;Expand INFORMATION ASSURANCE

&ndash;Check the box for SIS-WG (Security in Storage Working Group)

&ndash;Click CONTINUE

&ndash;Claim affiliation (i.e., the entity that ultimately pays for your meeting attendance)

&ndash;YES: You are ready to use the Meeting Attendance Tool. Follow the instructions provided at the meeting to log into the Attendance Tool

To register your attendance at a meeting, log into <https://seabass.ieee.org/imat/> and find the P1619 meeting.

Administrative access is available at <https://imat.ieee.org/my-site/home>.

