

Hello, and welcome to Muscat Mums!

The Muscat Mums website has been designed to provide our members with a customisable experience that is specific to the needs and wants of each individual family. The system allows members to opt in or out and choose which events/meetings/playgroups or emails they wish to receive information for. Once you have signed up to the groups that are of interest to you, these will appear in your personalised Events Calendar and which you are then free to RSVP and register for. Below are the step by step instructions on how to do this.

How to register and manage your profile

1. Go to www.muscatmums.wildapricot.org
2. In the top right hand corner of the home screen, click the Login button
3. Enter your email address and the password you received in your registration email
4. Once you have logged in you will see links for: your name, change password and logout
5. Click on your name to view your profile
6. Once you have accessed your profile click on the 'EDIT' button
7. In edit mode, scroll down to the group participation section
8. Select which groups you would like to participate in and SAVE. The groups that you have selected will now appear on your Events Calendar
9. Now select the Events Calendar tab to view your up and coming events
10. Each event in the calendar is a link that will allow you to register (RSVP) for a meeting
11. Once you register, the event will automatically update how many spaces are left and the host will also know who and how many people to expect
12. Click through the registration process and you will receive a confirmation email containing directions and any other relevant details
13. To cancel, please email the group coordinator who can then update the system, cancel your space and allow someone on the waitlist to attend. Please do not only contact the host as they do not have access to our events system and cannot contact members in the event of a space becoming available.
14. In edit mode you can also, at any point, update contact details, change passwords and also change your group participations