



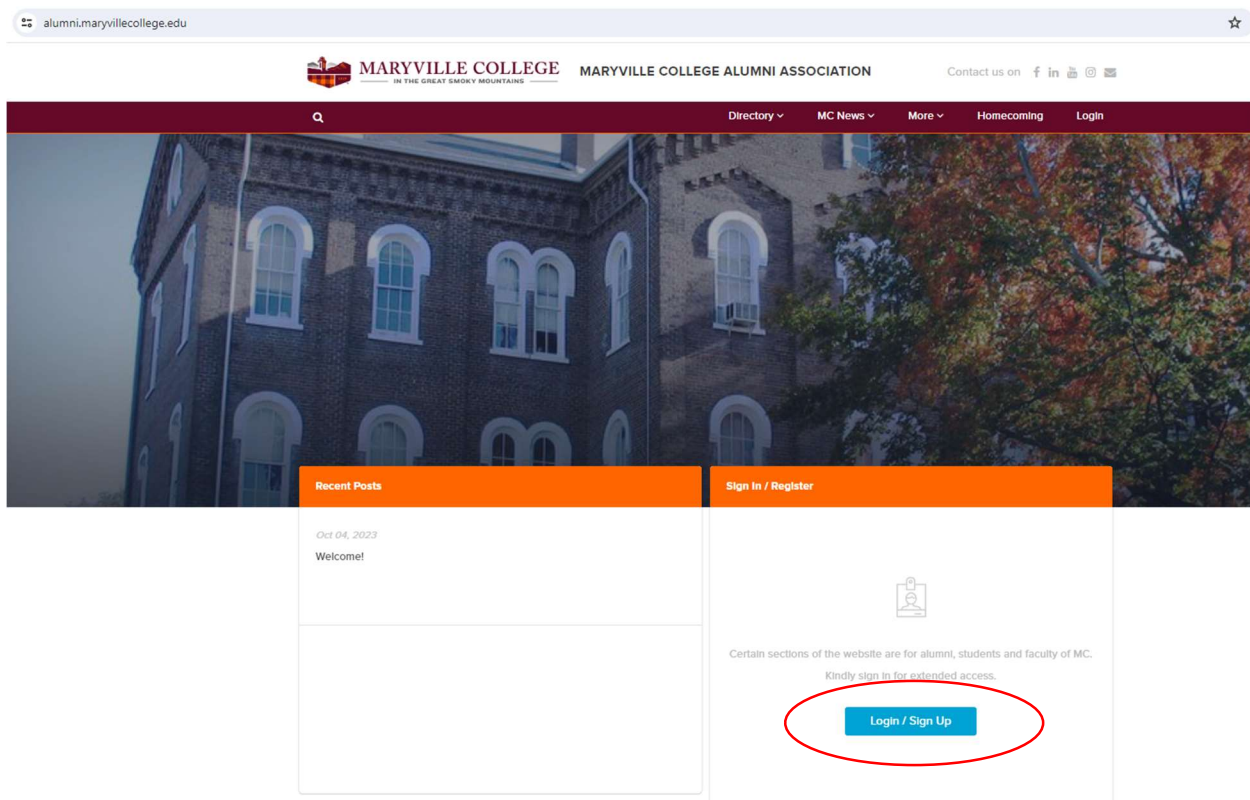
# MARYVILLE COLLEGE Alumni Association

## Alumni Directory Login and Registration Instructions

1. Type <https://alumni.maryvillecollege.edu> in your browser (or click this link)

*Please note: you can also click the link in an email you received from the Alumni Office, but the following images may appear differently by taking that step.*

2. View the MC Alumni Directory homepage. Ensure and click blue “Login/Sign Up” button.



3. The Alumni Directory does not require you to have or remember a password. Instead, each time you login, a one-time code will be sent to your email address to verify your login (like any other two-step verification).

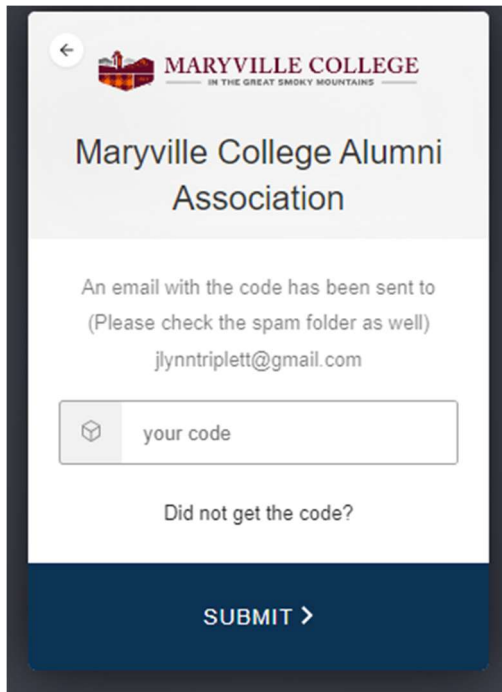
**Be sure your email is open on another device (computer or mobile phone) or a different browser or tab than the Alumni Directory login screen. You will need to access your email to complete the registration.**

You may select to login through your Facebook account, Google account, LinkedIn account or via your email address directly.

***Please note: if you login via your Facebook, Google, or LinkedIn accounts, the one-time verification code will be sent to the email address associated with that account.***

4. These instructions will follow login procedure via email address. Type your email address into the field and click “Submit.”

5. You will now see a prompt to enter a verification code.

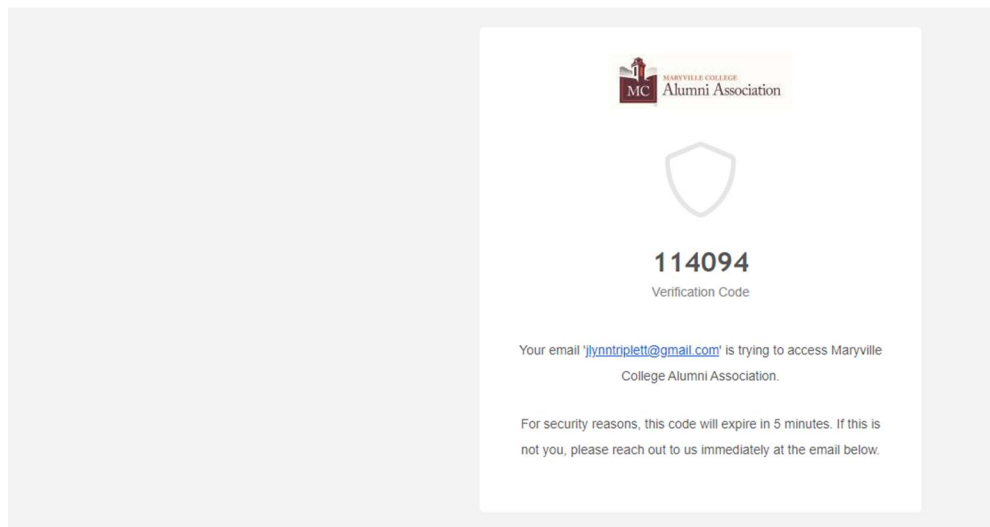


6. Check your email inbox. You should receive a verification code email like the example below. Please check your spam or other inbox folders also.

If you do not receive a verification code email, click “Did not get the code?” and return to the login screen to select a different mode of login (via Facebook, Google, or LinkedIn accounts or a different email address).

**Verification email:**

Maryville College Alumni Association <donotreply@almabaseapp.com>  
to me ▾



7. Return to the Alumni Directory website and enter the code. Click “Submit.”

← MARYVILLE COLLEGE  
IN THE GREAT SMOKY MOUNTAINS

## Maryville College Alumni Association

An email with the code has been sent to  
(Please check the spam folder as well)  
jlyntriplett@gmail.com

Did not get the code?

SUBMIT >

You will follow this process every time you access the Alumni Directory, as the one-time code allows for no passwords.

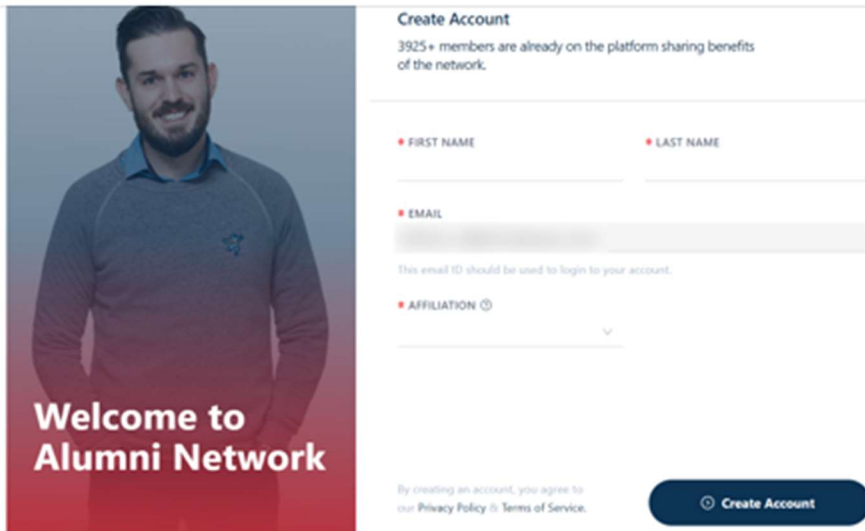
8. If this is your first time accessing the Alumni Directory, proceed through the registration steps, beginning on the next page.

*Please note: these images are an example only and you will see Maryville College related images and information.*

### **Registration Step 1:**

Enter information, including your preferred email address for future logins to the Alumni Directory.

The Affiliation field is a drop down. Click on the field to select “Alumni” or begin typing “Alumni” in the field.



**Create Account**  
3925+ members are already on the platform sharing benefits of the network.

• FIRST NAME      • LAST NAME

• EMAIL

This email ID should be used to login to your account.

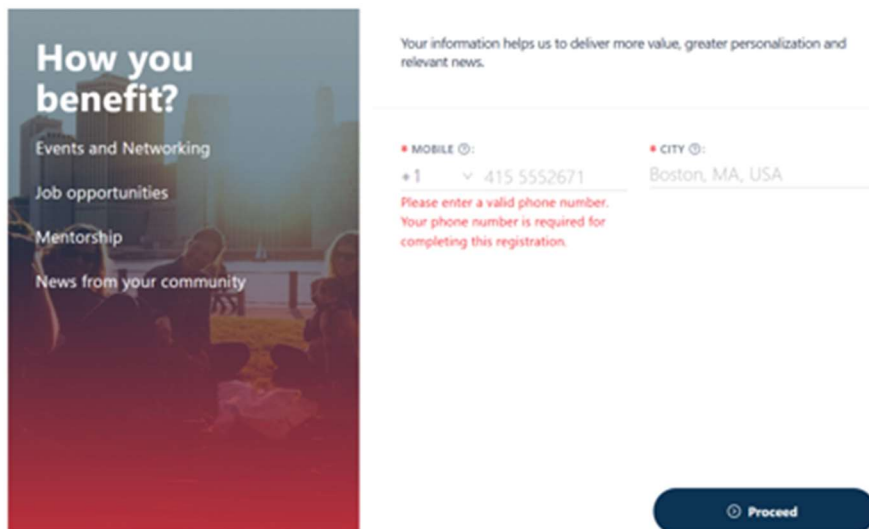
• AFFILIATION ⌵

By creating an account, you agree to our [Privacy Policy](#) & [Terms of Service](#).

⌵ Create Account

### **Registration Step 2:**

Enter additional information.



**How you benefit?**  
Events and Networking  
Job opportunities  
Mentorship  
News from your community

Your information helps us to deliver more value, greater personalization and relevant news.

• MOBILE ⌵:      • CITY ⌵:  
+1    415 5552671      Boston, MA, USA

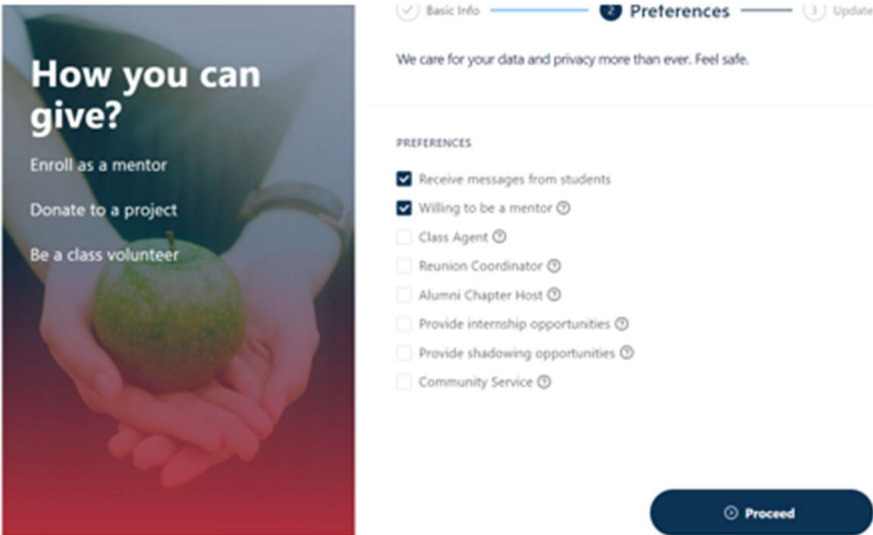
Please enter a valid phone number.  
Your phone number is required for completing this registration.

⌵ Proceed

### **Registration Step 3:**

Select communication preferences.

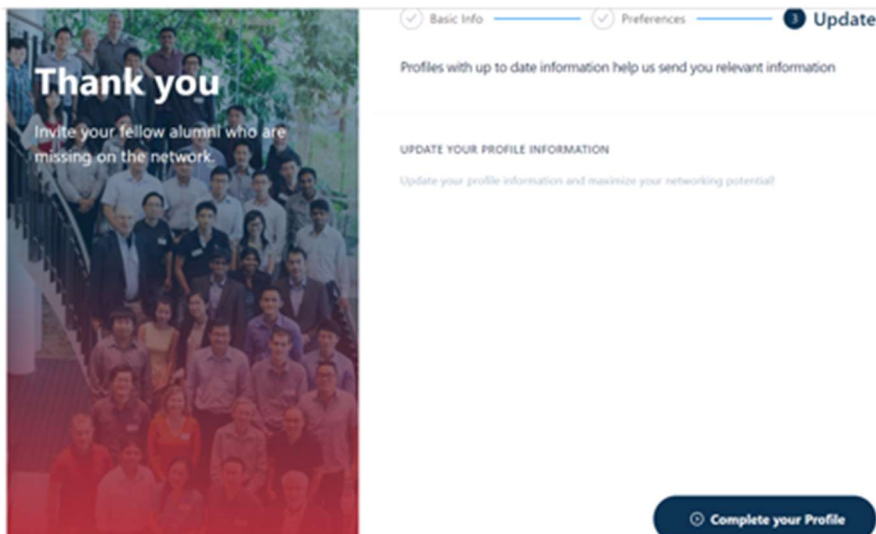
*Please note: the options you see may be different than this example.*



### **Registration Step 4:**


Click “Complete your Profile” to view your Alumni Directory profile and add a photo, additional information, update your profile, and then search for former classmates.

If you used a new email address that the College did not already have, you will receive a notice that your account is being reviewed. Once verified, you will receive an email to complete your profile.



## Profile example:

**Any fields with LOCK symbol are visible just to you and not publicly on your profile.**

 **MARYVILLE COLLEGE**  
IN THE GREAT SMOKY MOUNTAINS


**MARYVILLE COLLEGE ALUMNI ASSOCIATION**

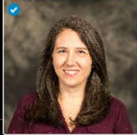
Contact us on [f](#) [in](#) [v](#) [i](#) [m](#)

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Directory ▾ MC News ▾ More ▾ Homecoming Jennifer ▾

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**Jennifer Lynn Triplett (Phillips)**  
Class of 2007

**About** Similar

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**Short Bio**  
Back at our alma mater serving as the alumni director - let me know your ideas for engagement back with MCI Married to class of 2007 alum, Aaron, with two children - Theodore (seven) and Louise (two).

**Alumni**  
Director of Alumni Relations at Maryville College  
Lives in Knoxville, Tennessee, United States  
Born on 19 May, 1985

**Your Preferences**  
Receive messages from students

[f](#) [in](#) [v](#) [G+](#) [v](#)

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**Contact Information**  
+1 (615) 347-3159  
1944 Cecil Ave. Knoxville, Tennessee, United States 37917-4755  
Receive messages from students

[f](#) [in](#) [v](#) [G+](#) [v](#)

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**Contact Information**  
+1 (615) 347-3159  
1944 Cecil Ave. Knoxville, Tennessee, United States 37917-4755  
Greaser Alumni Center United States, United States . . Phone: 8659818201


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Nice job! You are almost there.  
80% Complete [Update Profile](#)

**Emails**  
★ jlyntriplett@gmail.com  
E-Mail  
☆ jennifer.triplett@maryvillecollege.edu  
MCI E-Mail

**Personal Details**  
Gender: Female  
Wedding Anniversary Date: 2011-03-05

**Maryville College Education**  
 **Maryville College**  
2003 - 2007  
B of Arts  
Wedding Anniversary Date: 2011-03-05

**Maryville College Education**  
 **Maryville College**  
2003 - 2007  
B of Arts

**Other Education**  
**Belmont University (2017 - 2017)**  
Certificate - Event Management

**Experience**  
**Maryville College**  
Director Of Alumni Relations  
April 2022 - Current  
**Stones River Group**  
Associate  
November 2015 - March 2022  
**Radio Systems Corporation**  
Marketing Specialist - International  
September 2008 - March 2015

**Accomplishments**  
+ Add accomplishment details.