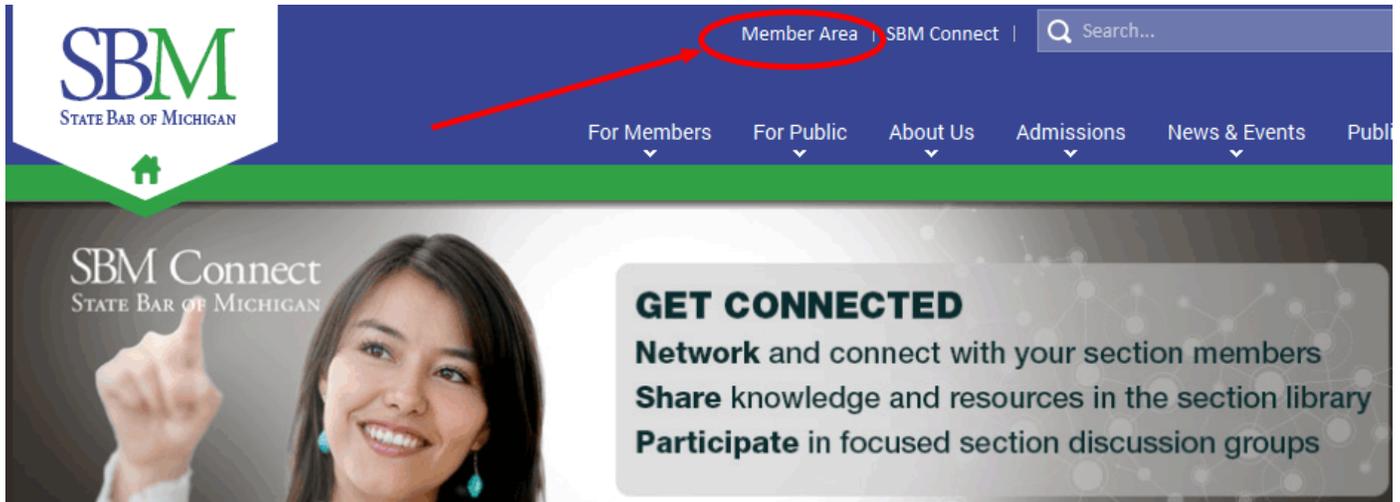
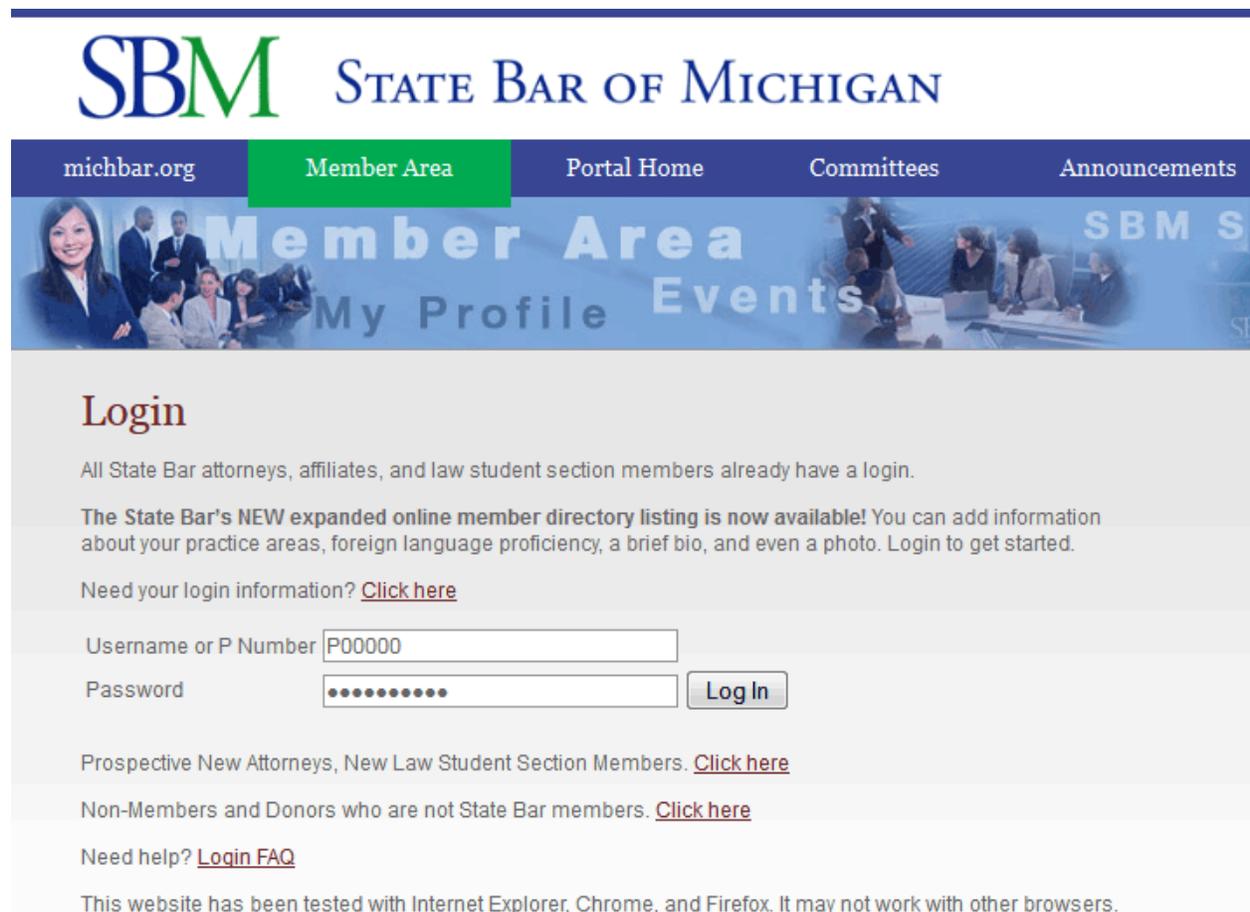


Instructions to Log Into ZeekBeek

1. Start on the SBM website: www.michbar.org
2. Click on Member Area.



3. Log into the member area with your P# & password.



4. Once logged in, click on My Profile to add information to your ZeekBeek profile and member directory listing.

The screenshot shows the SBM State Bar of Michigan website. The top navigation bar includes 'michbar.org', 'Member Area' (highlighted in green), 'Portal Home', 'Committees', 'Announcements', and 'Calendar'. Below the navigation bar is a banner with 'Member Area', 'My Profile', 'Events', and 'SBM Store'. The main content area has a 'Welcome' section with instructions on how to use the member site. On the right side, there is a 'Member Area:' section with a 'My Profile' link circled in red. A red arrow points from the 'My Profile' link to the 'Expanded Profile' tab in the subsequent screenshot. Other links in the 'Member Area:' section include 'Change Address', 'Change Password', 'Change e-Mail', 'Change User Name', 'Firm Roster', 'Purchase History', and 'Section Membership'.

Welcome

Welcome to the State Bar of Michigan member site. Here you can change your profile, register for events, buy SBM gear and more.

The State Bar's NEW expanded online member directory listing is now available! You can add information about your practice areas, foreign language proficiency, a brief bio, and even a photo.

To get started:

- Click "My Profile,"
- Select the "Expanded Profile" tab and configure your expanded listing. Click "Save" when finished.
- To preview your listing, click the "Web Directory View" tab and then click "Refresh View."
- Your listing will be live on the State Bar's website the next day.

Member Area:
My Profile
[Change Address](#)
[Change Password](#)
[Change e-Mail](#)
[Change User Name](#)
[Firm Roster](#)
Purchase History
Section Membership
[Newsletter Preferences](#)
[Manage Membership](#)
[Section Sites](#)

5. Click on Expanded Profile.

The screenshot shows the 'My Profile' page. The title 'My Profile' is at the top. Below it are several tabs: 'Primary Address', 'Communication Preferences', 'Privacy Preferences', 'Practice Information', and 'Expanded Profile'. The 'Expanded Profile' tab is circled in red. Below the tabs is a link that says 'Have a name change?'.

My Profile

Primary Address Communication Preferences Privacy Preferences

Practice Information **Expanded Profile**

[Have a name change?](#)

6. Add information to your member directory and ZeekBeek profile simultaneously in the Expanded Profile.

My Profile

Primary Address	Communication Preferences	Privacy Preferences
Practice Information	Expanded Profile	Web Directory View

Content added to the SBM directory is governed by the Michigan Rules of Professional Conduct. All attorneys are responsible for ensuring that material submitted for michbar.org is accurate and complies with Michigan laws and rules. You are responsible for all changes and additions under your name. SBM is not responsible for any defect in a member's listing.

Law School:

Year Graduated: (YYYY)

Languages spoken by you or your office staff (excluding English):

<input checked="" type="checkbox"/> American Sign	<input type="checkbox"/> Gujarati	<input type="checkbox"/> Laotian	<input type="checkbox"/> Serbo-Croatian
<input type="checkbox"/> Arabic	<input checked="" type="checkbox"/> Hindi	<input type="checkbox"/> Mon-Khmer, Cambodian	<input type="checkbox"/> Spanish or Spanish Creole
<input type="checkbox"/> Armenian	<input type="checkbox"/> Hmong	<input type="checkbox"/> Persian	<input type="checkbox"/> Tagalog
<input type="checkbox"/> Chinese	<input type="checkbox"/> Hungarian	<input type="checkbox"/> Polish	<input type="checkbox"/> Thai
<input type="checkbox"/> French or French Creole	<input checked="" type="checkbox"/> Italian	<input type="checkbox"/> Portuguese	<input type="checkbox"/> Urdu
<input type="checkbox"/> German	<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input checked="" type="checkbox"/> Vietnamese
<input checked="" type="checkbox"/> Greek	<input type="checkbox"/> Korean		

Areas of Practice: (select up to 100)

Administrative/Regulatory Law Admiralty & Maritime Law Agriculture Animal Law Antitrust & Trade Regulations Appellate Practice Arbitration & Mediation Automobile Aviation & Aerospace Bankruptcy	<input type="button" value="Add ->"/> <input type="button" value="<- Remove"/>	Adoption Attorney Discipline Bank Workouts Business Law Libel, Slander, & Defamation Licensing Media Law Sports Law Unemployment Compensation Wrongful Death
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Services:

ADA accessible Hearing impaired translation Language translation Other

If Other (please specify)

The Rules of Professional Conduct of all jurisdictions where an attorney is licensed apply to all aspects of law practice. The Rules include ethics rules relating to advertising, solicitation of clients, unauthorized practice of law, and misrepresentations of fact. SBM and michbar.org disclaim all responsibility for your compliance with the Rules.

7. After saving your changes, click on www.zeekbeek.com to explore the site.

Bio/Profile: (Max 4000 characters)

B I U [Rich Text Editor Icons]

Photo: (JPG, GIF, or PNG) No file selected.



Explore ZeekBeek

Social Media: (Copy and paste URLs)

Blogger:

Facebook:

Google+:

LinkedIn:

Twitter:

Wordpress:

By clicking "Save" you agree to the above terms and warrant that all changes and additions made to your listing comply with all laws and rules.

If you would like to add more content to your member profile, such as education, clients represented, litigation results, resume details, employment history, awards, articles, blogs, and videos, please visit [ZeekBeek.com](http://www.zeekbeek.com) to set up your free SBM member account.

8. Upon your first visit to ZeekBeek, the profile wizard will appear to help you create a detailed profile. *Please note: The practice areas and settings fields are mandatory. However, all other fields are voluntary, press skip (bottom right, beside to continue) to bypass a field.*

9. Once you complete the profile wizard, you will be asked to accept the user agreement.

10. Now you are ready to edit your profile. Enjoy ZeekBeek!

Want to import your profile from LinkedIn? [Sign in with LinkedIn](#)

Edit Profile

  [View Your Profile](#)

Our staff must validate your profile before it will show in the directory.

Your profile is **45%** complete, although it will appear in our directory it is best to have a complete profile. Try adding, employment history, practice area, experience, association and more.

- General
- Practice Details
- Background Details
- Associations
- Appointment
- Subscriptions
- Settings ⚙️
- Account

General

Display Name: test100 test100

Title:

Email: tmaler@zeekbeek.com

Tagline:

Languages: English, Polish

Biography: test 2

[Edit](#)

Business Contact Information

Firm Name:

Work Address: 26 Cherry drive PO Box 152 New York
New York 11941 United States

Phone: 999-999-999

Cell Phone: 456

Fax: 789

Website:

[Add Location](#) [Edit](#)

Other Business Location

Alternate Login Instructions

Here are 3 additional way of accessing ZeekBeek.

1) QUICK UPDATE METHOD

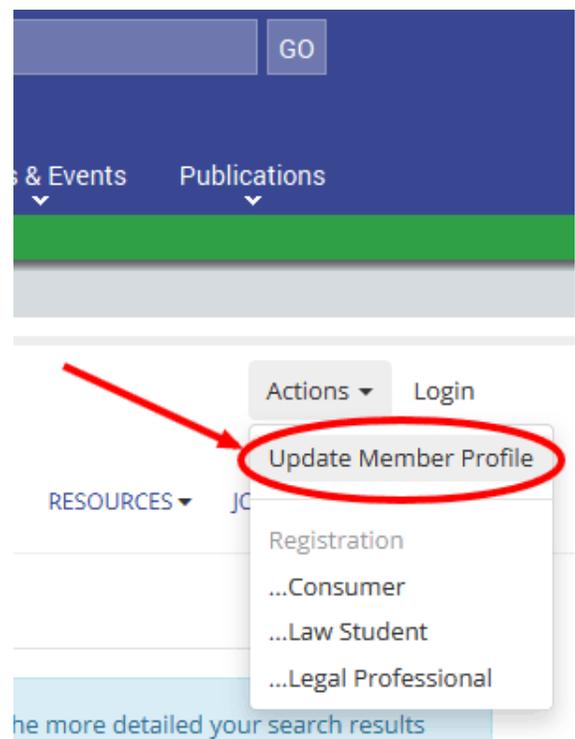
1. Start on the SBM website:

www.michbar.org

2. Under Attorney Search, click Start Searching.



3. Near the upper-right corner of your screen, you will see a drop-down arrow near Actions. Select Update Member Profile.



4. Log into the member area with your P# & password.

The screenshot shows the SBM State Bar of Michigan website. The navigation bar includes 'michbar.org', 'Member Area' (highlighted in green), 'Portal Home', 'Committees', and 'Announcements'. Below the navigation bar is a banner with the text 'Member Area' and 'My Profile Events'. The main content area is titled 'Login' and contains the following text:

All State Bar attorneys, affiliates, and law student section members already have a login.

The State Bar's NEW expanded online member directory listing is now available! You can add information about your practice areas, foreign language proficiency, a brief bio, and even a photo. Login to get started.

Need your login information? [Click here](#)

Username or P Number

Password

Prospective New Attorneys, New Law Student Section Members. [Click here](#)

Non-Members and Donors who are not State Bar members. [Click here](#)

Need help? [Login FAQ](#)

This website has been tested with Internet Explorer, Chrome, and Firefox. It may not work with other browsers.

5. Once you log in, you will be directed to the edit mode of your profile. *Note: If this is your first time logging in, the profile wizard will appear to assist you. When you have completed the profile wizard the user agreement will pop up.*

The screenshot shows the 'Edit Profile' page. At the top right, there is a link: 'Want to import your profile from LinkedIn? [Sign in with LinkedIn](#)'. Below this is a profile card with a placeholder for a profile picture and a 'View Your Profile' link. A blue message box states: 'Our staff must validate your profile before it will show in the directory.' Another blue message box states: 'Your profile is 45% complete, although it will appear in our directory it is best to have a complete profile. Try adding, employment history, practice area, experience, association and more.'

The 'General' section of the profile is expanded, showing the following details:

- Display Name: test100 test100
- Title:
- Email: tmler@zeekbeek.com
- Tagline:
- Languages: English, Polish
- Biography: test 2

2) ZEEKBEEK LOGIN METHOD

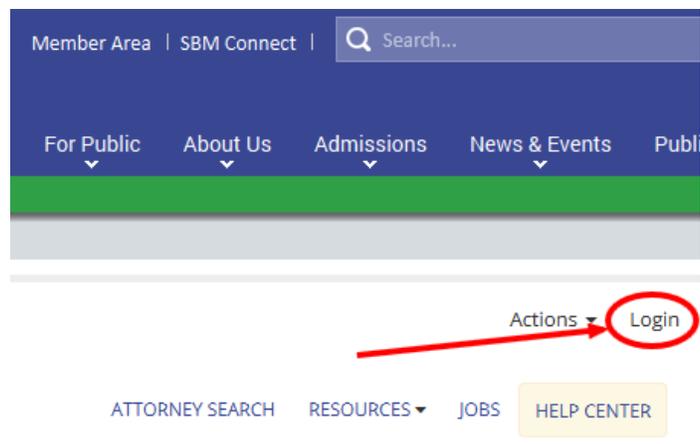
1. Start on the SBM website:

www.michbar.org

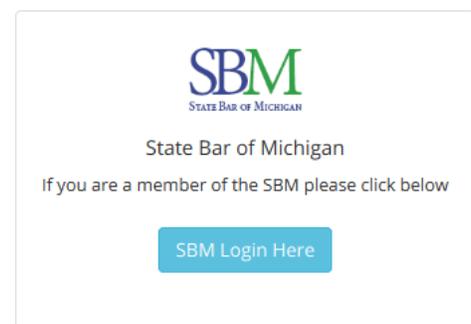
2. Under Attorney Search, click Start Searching.



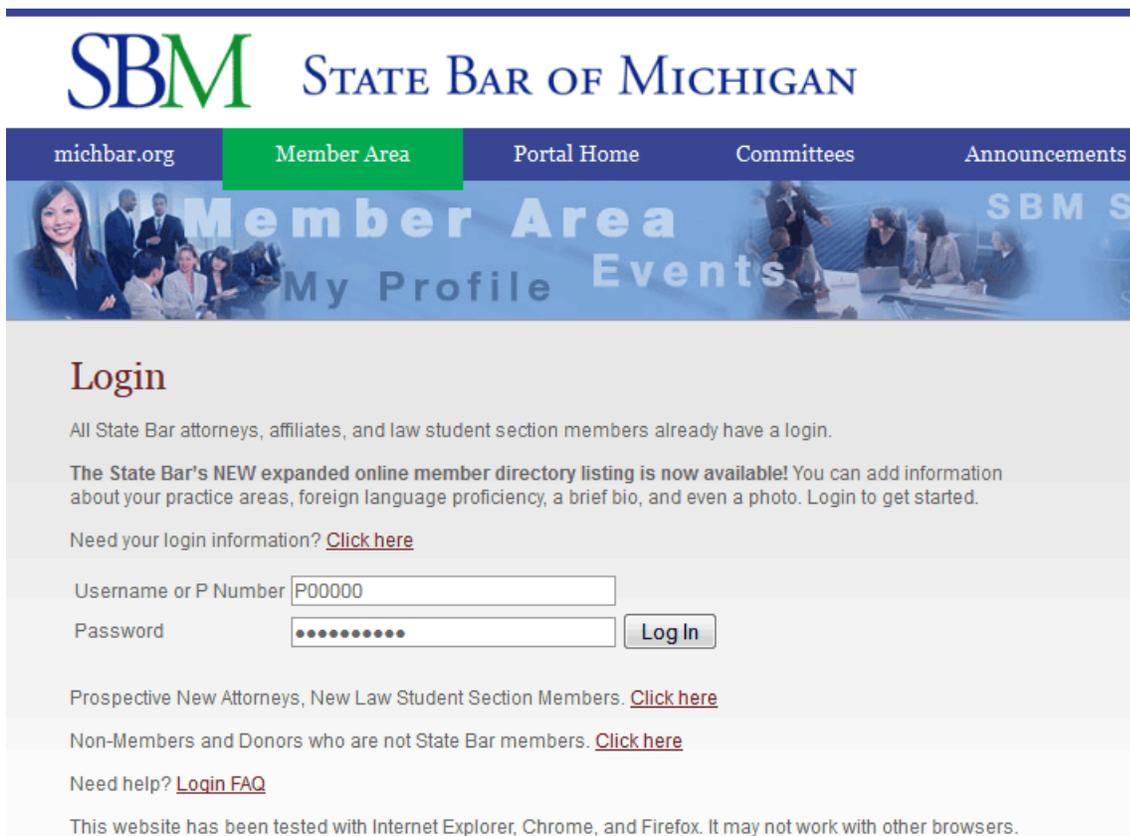
3. Near the upper-right corner of your screen select Login to take advantage of features only available to members.



4. On the left side of the login page, you will see the SBM logo, below the logo click the button that reads SBM Login Here.

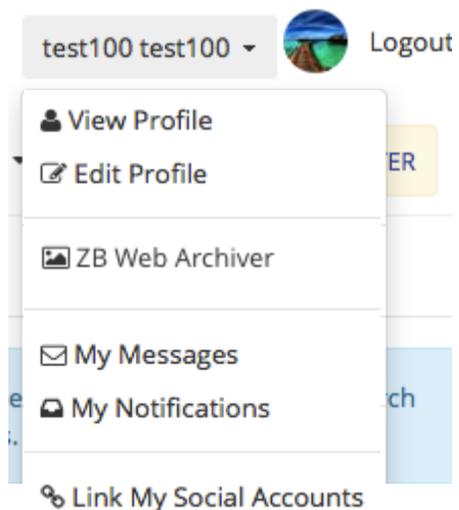


5. Log into the member area with your P# & password.



6. You will be brought back to the member directory, notice in the upper-right corner, your name now appears with your photo.

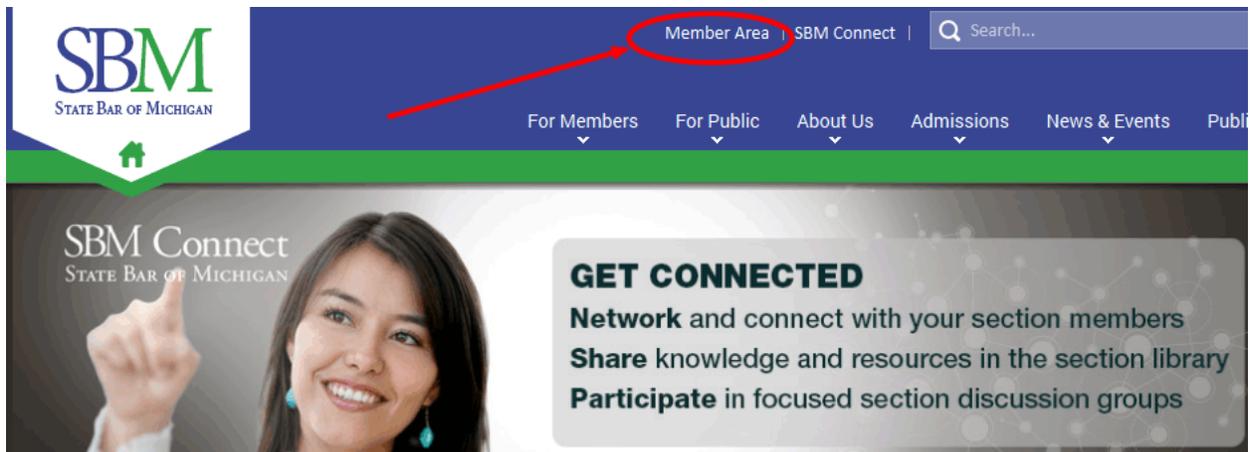
7. To edit your profile, click on your name to open a drop-down menu. Select Edit Profile.



8. Now you are ready to edit your profile!

3) MEMBER AREA METHOD

1. Start on the SBM website: www.michbar.org
2. Click on Member Area.



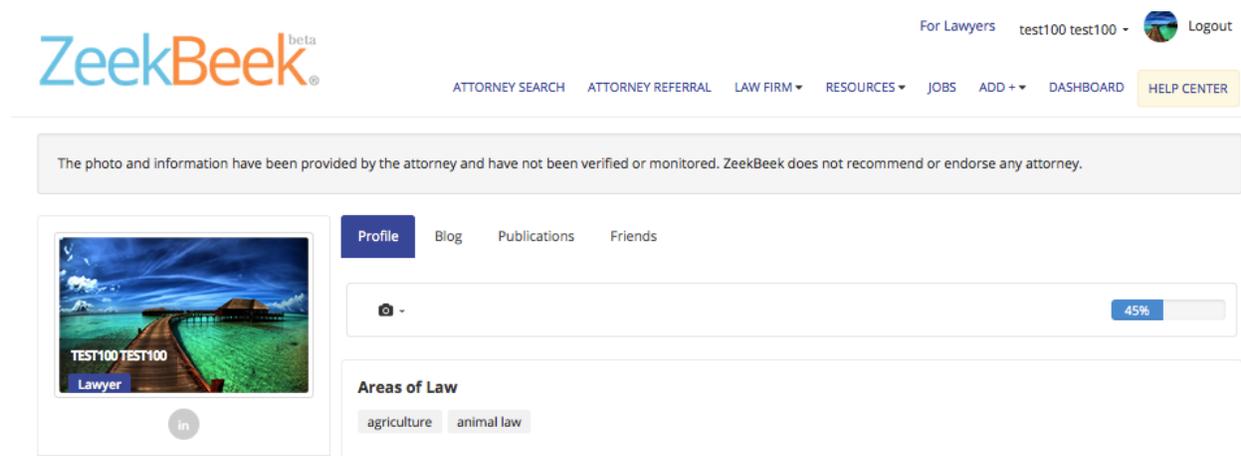
3. Log into the member area with your P# & password.



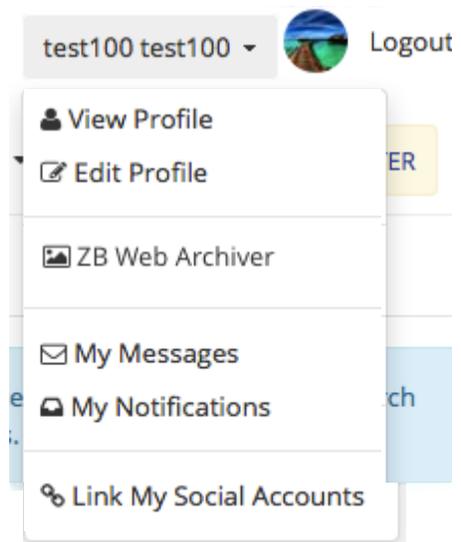
4. Once logged in, click on the ZeekBeek button.



5. You will be directed to your profile.



6. To edit your profile, click on your name to open a drop-down menu. Select Edit Profile.



7. Now you are ready to edit your profile!