

## Welcome to Boardable!

Ready to log into your **Boardable Account**? Follow these steps to log in the first time.

### 1 Look in your inbox for the invite from Boardable, and click the Get Started button

Don't see it? Check your spam folder.

Be sure to whitelist the following address:

**Domain: [emailer.boardable.com](mailto:emailer.boardable.com)**

**IP address: 159.135.234.26  
161.38.203.156**

Still don't see it? Ask your Boardable administrator to resend your invite link.

### 2 Confirm your email address

Confirm your log in address is the primary address you would like to use to access Boardable.

Enter your secondary email address to receive notifications from Boardable in multiple inboxes.

**Success Tip:** To help other board members contact you quickly, add a preferred contact email and phone number. Your contact email may be different than your log in email.

### 3 Create password and agree to terms

Password must be at least 8 characters long

Note: 1,000 commonly used passwords are excluded

Passwords are encrypted

### 4 Upload your profile picture

Upload, crop and save your headshot

### 5 Enter your contact information

Enter your contact email and phone number

You can also enter your social account links here

**Congrats! You did it. Now take some time to explore Boardable. RSVP to a meeting, participate in a discussion, integrate your calendar, and review agenda documents .**

Have questions?

Click on the chat bubble to start a conversation with our product support team

Email ([support@boardable.com](mailto:support@boardable.com))

[Help Center](#)

How to log in after the first invite email

Create a shortcut or bookmark <https://app.boardable.com/login/>

Download the Boardable Mobile App for on-the-go access

[iPhone/iPad](#)

[Android](#)

**Success Tip:** To enable an assistant to receive Boardable notifications, select “Send notifications to a different email address” and enter both your secondary email address and your assistant’s email address, separated by a comma.



### WANT PERSONALIZED TRAINING?

With a professional plan you get dedicated support from a Customer Success Manager to help get you rolling on Boardable and answer questions every step of the way. Learn more at <https://boardable.com/pricing/>

#### LET'S CONNECT.

 @boardableapp  
 @boardable  
 @boardable

 boardable

Guilford Ave Indianapolis, IN 46220  
[boardable.com](https://boardable.com)