

1. Go to compass.astm.org or the link on your company intranet/server to access your subscription.

2. Click on **Register** and enter your first and last name, phone number, and department/division. This helps identify you should you forget your password.

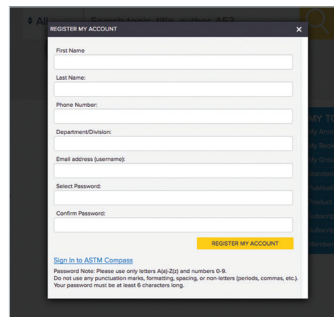
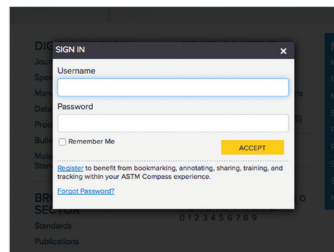
Please use your business email address as your user name and choose a unique password.

Password Note: Please use only letters A(a)-Z(z) and numbers 0-9. Do not use any punctuation marks, formatting, spacing, or non-letters (periods, commas, etc.). Your password must be at least 6 characters long.

Once complete, click **Register My Account**. You will immediately be signed into your personalized account.

3. When you return to Compass as a registered user, sign in by clicking the **SIGN IN** yellow button at the top of the screen and entering your user name and password that you created when you registered. Click the **Remember Me** box to remain signed in to your subscription every day.

If you're an ASTM member, you can use your My ASTM member number and password as your Compass user name and password.

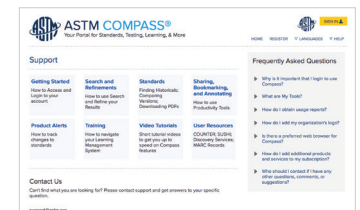
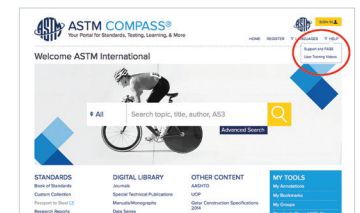
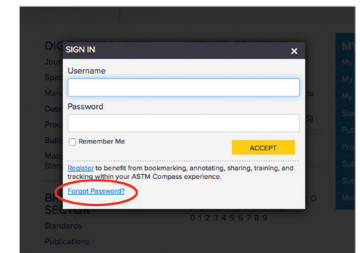
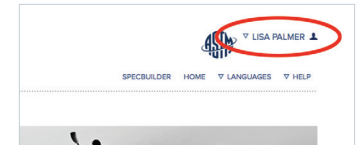



Compass Registration and Sign In Guide

4. You will know you are signed in when you see your name at the top of the screen. Registering and signing in each time you work in Compass allows you to quickly and easily use My Tools, which includes bookmarks, annotations and group collaborations.

5. If you forget your password, click on **Forgot Password** located at the bottom of the Sign In box.

6. For additional support, guides, videos, and answers to frequently asked questions, put your cursor on the Help link at the top of the page. The drop down choices are **Support and FAQs** and **User Training Videos**. These links will take you to pages to assist you with navigating your Compass subscription.



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www.astm.org