



What is Mandatory Login?

“Mandatory Login” is the functionality that requires everyone to login in order to purchase event tickets or membership. The **default** for all HAA AlumniMagnet websites is for Mandatory Login to be turned **OFF**. Some Clubs and SIGs have decided to enable this feature to help avoid duplicate records and increase security for transactions. Please note: having the “login pod” on the portal page does not indicate if mandatory login is turned on or off.

What happens without Mandatory Login?

Not enabling “Mandatory Login” allows everyone –alumni, associates, students, parents or guests– to sign up for events and membership without having to login or create an account. Users will still have the option to login, but it would no longer be required to get to the check-out page.

With this change, there are a few things that your users/members would notice:

1. Users **not** signed in would not have the “auto fill-in” feature on the billing page.
2. **Active members trying to purchase “members only” restricted tickets would still be required to login in order to get the special pricing.** Membership status is tied to data in an individual’s profile. The club administrators should be prepared to answer questions from members as to why the system does not recognize them as a member.
3. Members would not be able to view members only pages on your site (Member Directory for example)
4. Members will not be able to view their degree data or other HAA profile information.

Not having this mandatory login for transactions will create some additional database “clean up” tasks for administrators.

1. Any alumni users/members making a transaction on the website and not signed in may now have a duplicate record in your database.
2. AlumniMagnet has a tool on the website called the “Redundancy Sniffer”. This tool would identify the suspected duplicates for the administrator and he/she would see the date side by side and determine what information to keep and what to discard. The duplicate records should be merged on a weekly basis in order to keep the integrity of the profile information and transaction history. Please note – the Redundancy Sniffer does not pick up all of the duplicates – especially if they use a nickname or different address.

3. **The process of merging records will need to be done very carefully.** There are certain rules that will need to be followed in order to avoid interfering with the data structure and data exchange. Name, degree information and aux ID are just a few of the fields that can never be discarded or altered. Please review the **“What is the Redundancy Sniffer?”** document before merging any records.
4. This could potentially add anywhere from 30 to 60 minutes a week to your club administrators workload – depending on how many registrations you have in that time period.