

E&I **Welcome to E&I!**

Four Easy Steps to Get Started



Create a Profile

Visit www.eandi.org and click **CREATE A PROFILE** in the top right corner.

Complete the **Member Registration** form and submit it by clicking the button at the bottom.



Log In

After creating your profile, **LOG IN** to the E&I website with your username and password to get instant access to all contract information.



Browse E&I's Contract Portfolio

Click on the Contracts tab in the top navigation and select **Contract Navigator** to view all contracts.

Use the **helpful filter** to browse contracts by category, higher ed or K-12-specific, and other options.



Sign Up for a Contract

Click the supplier name or logo to visit their contract overview and review all contract documentation.

The **three buttons near the top** of the page provide contract documentation, pricing, information on how to order, and helpful resources.

To sign up, click the **Sign Up & Ordering Information** button and **follow the instructions** under **Getting Started / How to Order** fields. Most contracts require you to submit a **Letter of Participation / Statement of Intent / Alignment Authorization Form**, which can be accessed under **Getting Started / How to Order**.