

Accessing the Trinity College Alumni Directory Step-by-Step Guide

In your favorite browser, type <https://mytrinnet.trincoll.edu> in the search window and then hit the enter button on your keyboard.

This is the My Trin Net home page.

Or, go to <https://www.trincoll.edu/alumniandfamilies/connect>. Click on [Register on My Trin Net](#)

This is the My Trin Net home page.

From the My Trin Net home page:

1. Scroll down to the section under the photo.
2. Click on the last option: **Log in or register now!**
3. From the Log In/Log Out page, scroll down to the User Name and Password boxes. See screenshot below. Ignore references to Facebook.

APPLY VISIT REQUEST INFO GIVE MENU

If you are already registered, please log in with your username and password below. If you have not yet registered and would like to do so, please [click here](#) to begin the process.

If you have both a Facebook account and have registered with the Trinity College community, you may log in using your Facebook sign-in information by clicking *Connect with Facebook*.

Questions about using Facebook Connect? [Check out the Facebook FAQ page.](#)

Username: [Send My Username](#)

Password: [Reset My Password](#)

Remember My Username

[LOGIN](#) [Register Now!](#)

If you have already registered with My Trin Net:

1. Type in your user name and password in the appropriate boxes. These do not expire. Use your original username and password. If you do not remember your user name, Theresa Kidd

(theresa.kidd@trincoll.edu) can send it to you. If you do not remember your password, we can help you reset it.

2. Once you have entered your username and password, click the LOGIN button.

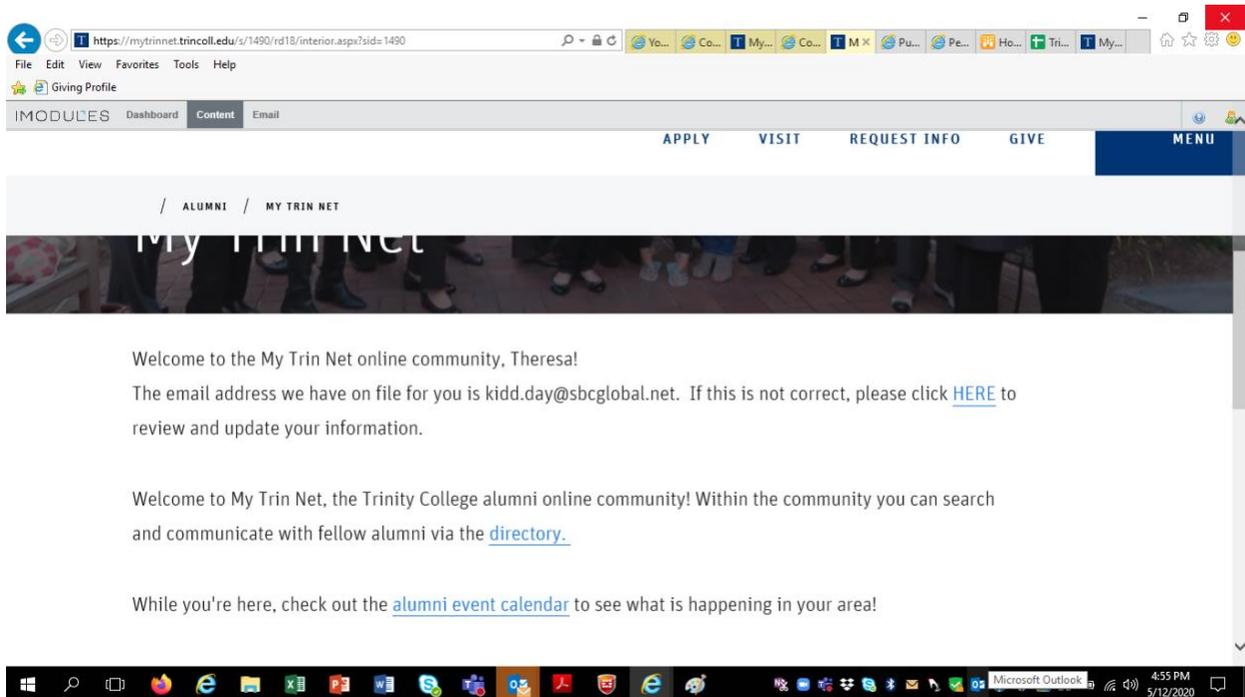
If you have not already registered with My Trin Net, you will need your Trinity ID to register. Theresa Kidd (theresa.kidd@trincoll.edu) can provide you with your Trinity ID if you do not know it.

Then:

1. Click on the Register Now! link next to the LOGIN button. See screenshot above.
2. Follow the prompts and next steps.

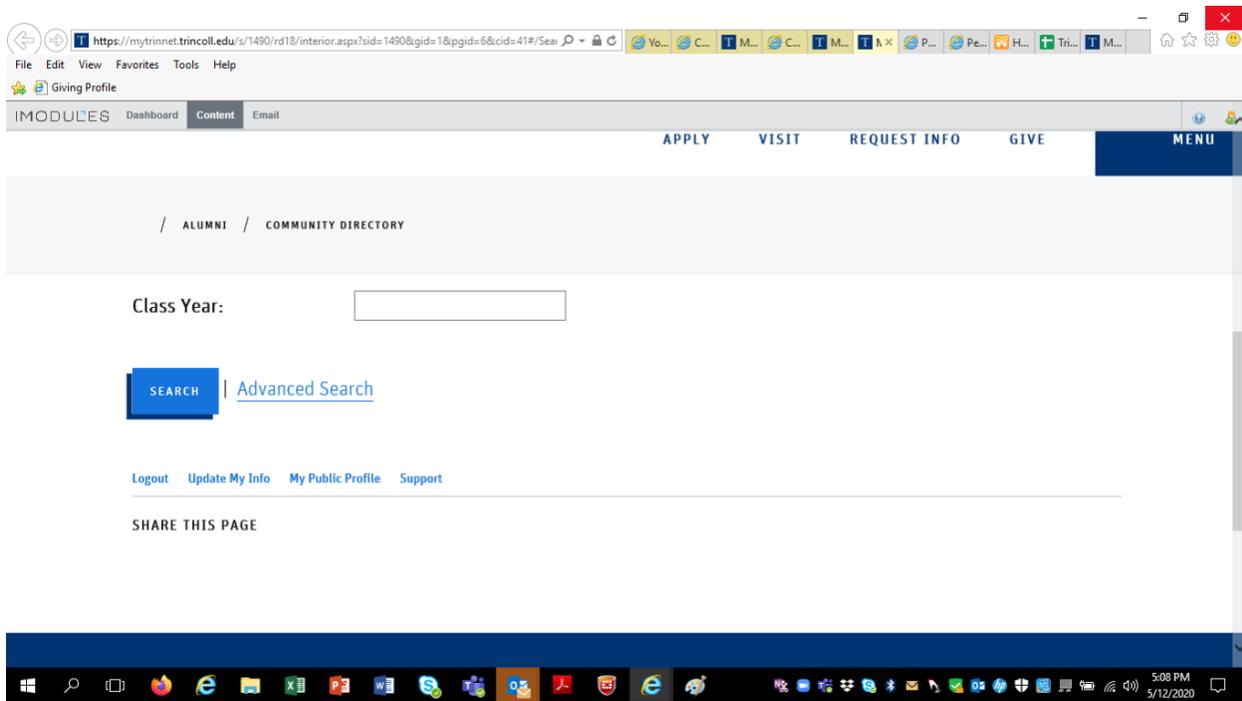
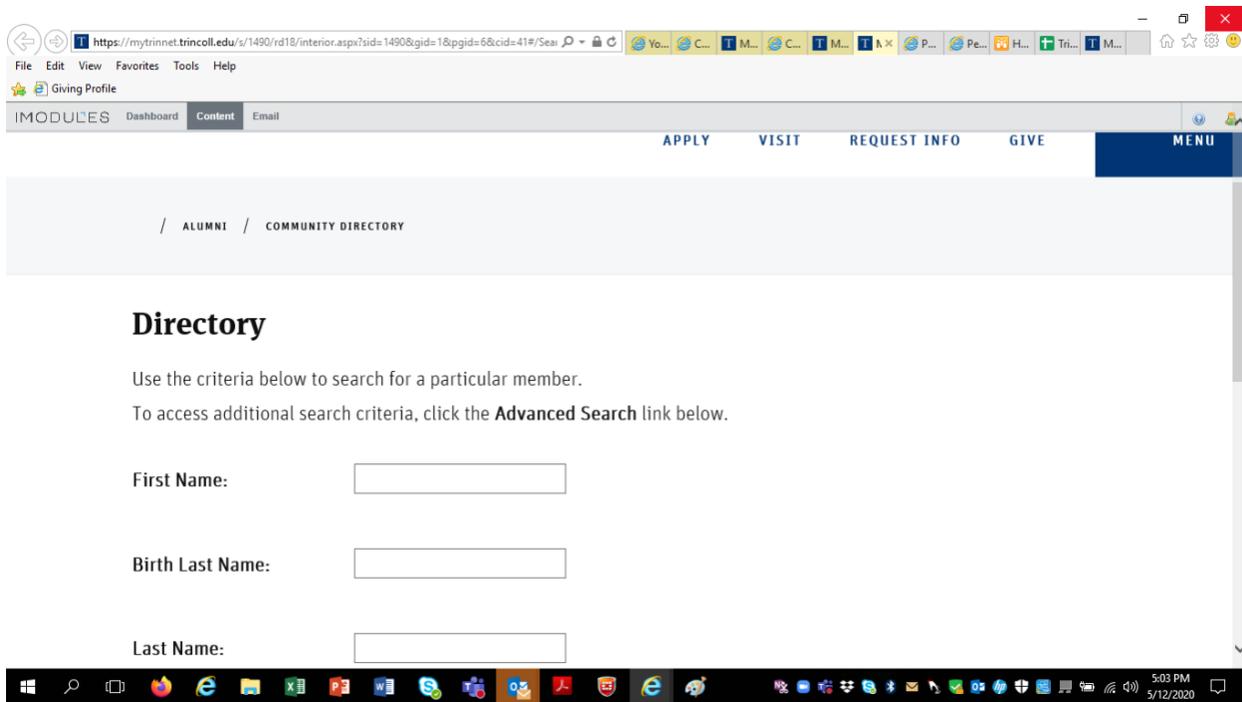
Once you LOGIN, you will see a screen that is very similar to the My Trin Net home page.

1. Scroll down to the section under the photo. See the screenshot below.
2. Read the personalized welcome message to confirm that you are on the right page. It is addressed to you (your first name) and informs you of the email address the system has on file for you. If it needs to be updated, please update it.



To access the alumni directory, click on the link to the directory. See above.

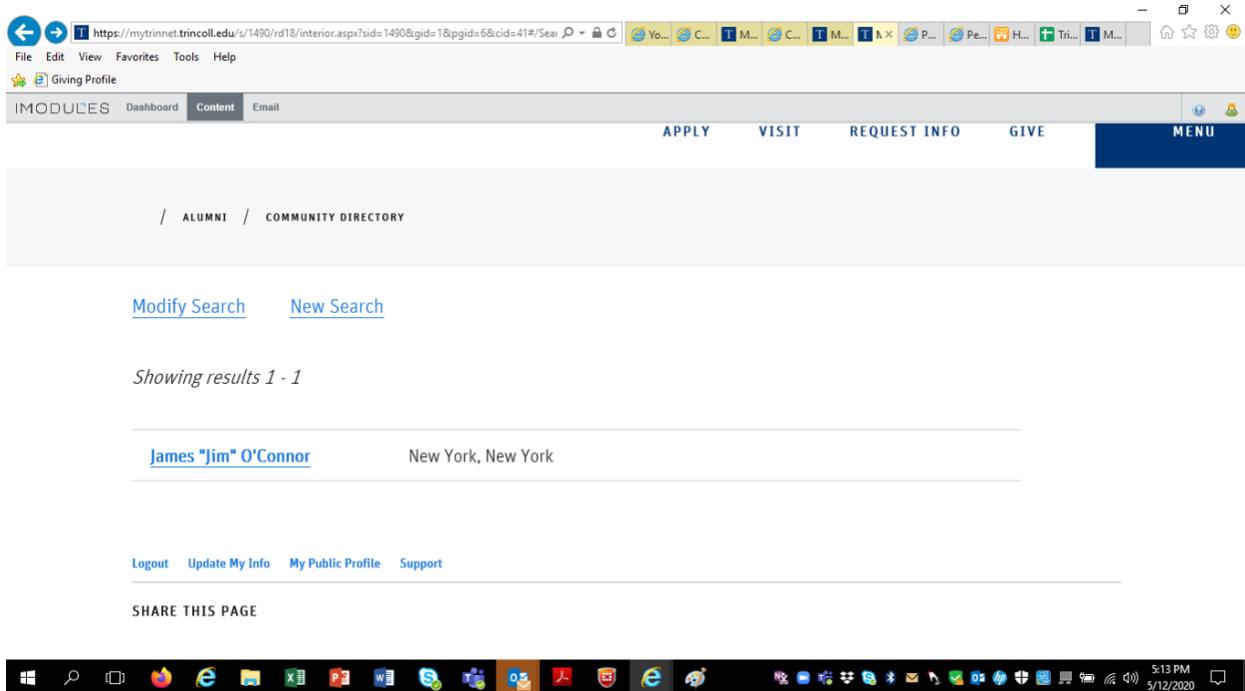
This is the directory's home page:



To search for one classmate at a time:

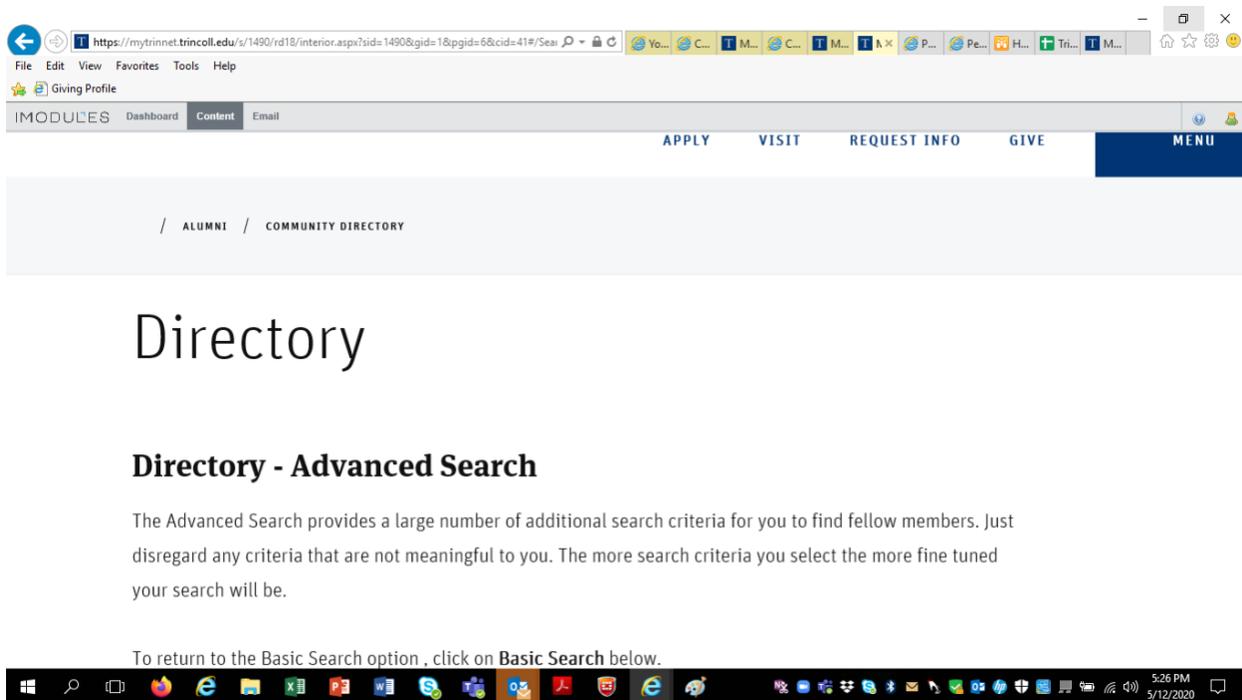
1. Fill in the fields above: First Name, Last Name, Class Year
2. Hit the SEARCH button

The name of your classmate will appear on the next screen:



Click on the link with your classmate’s name and you will go to his “Personal Page.” The Personal Page provides city and state of residence, primary email address, home phone, and work phone.

If you would like to search for more than one classmate at a time, from the Directory’s home page, do not enter First Name, Last Name, or Class Year. Instead, leave all fields blank and click on [Advanced Search](#) (to the right of the SEARCH button).



Now you will be on the Directory's Advanced Search page where you can search for classmates by:

- City
- State
- Country
- Trinity Degree
- Industry
- Work State

Or any combination of the above. For example, you can search on 1967 classmates who live in New York, New York with a Trinity degree in Economics.

You can also type in the name of an employer to find out if any of your classmates works there.

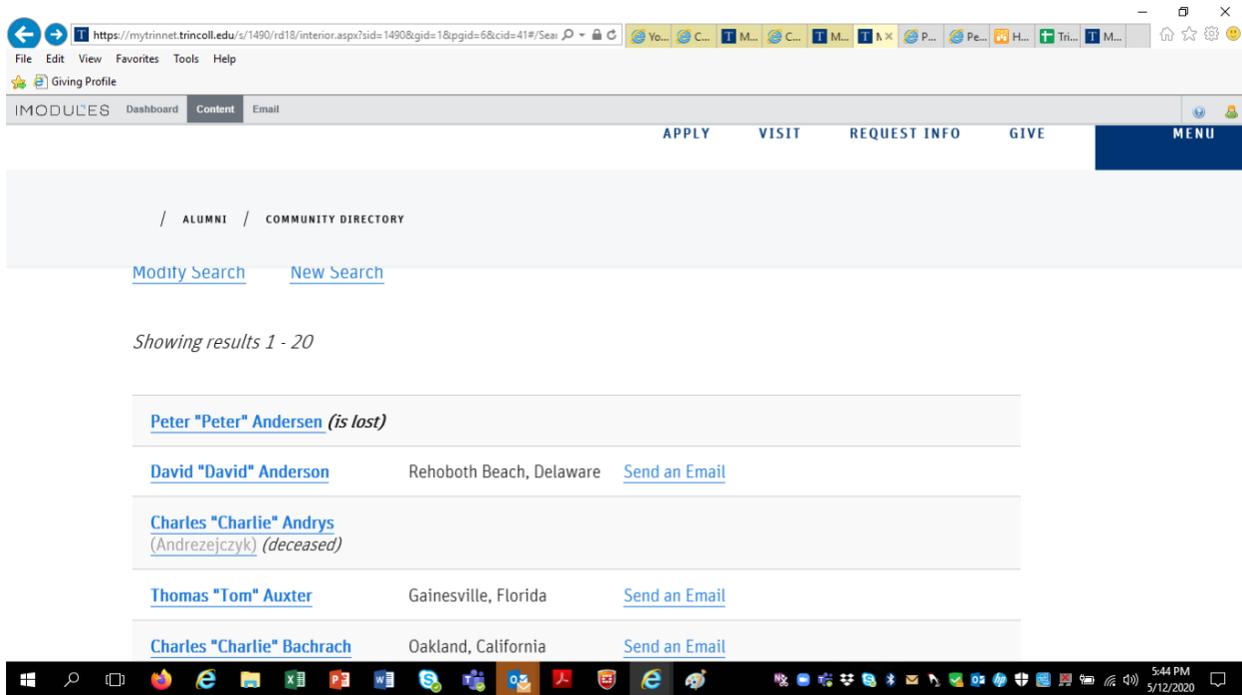
Important Note: Be sure to always type in your class year to create a search for your classmates only.

Once you have chosen your search filters, click on the SEARCH button at the bottom of the page, and the next screen will show you your results.

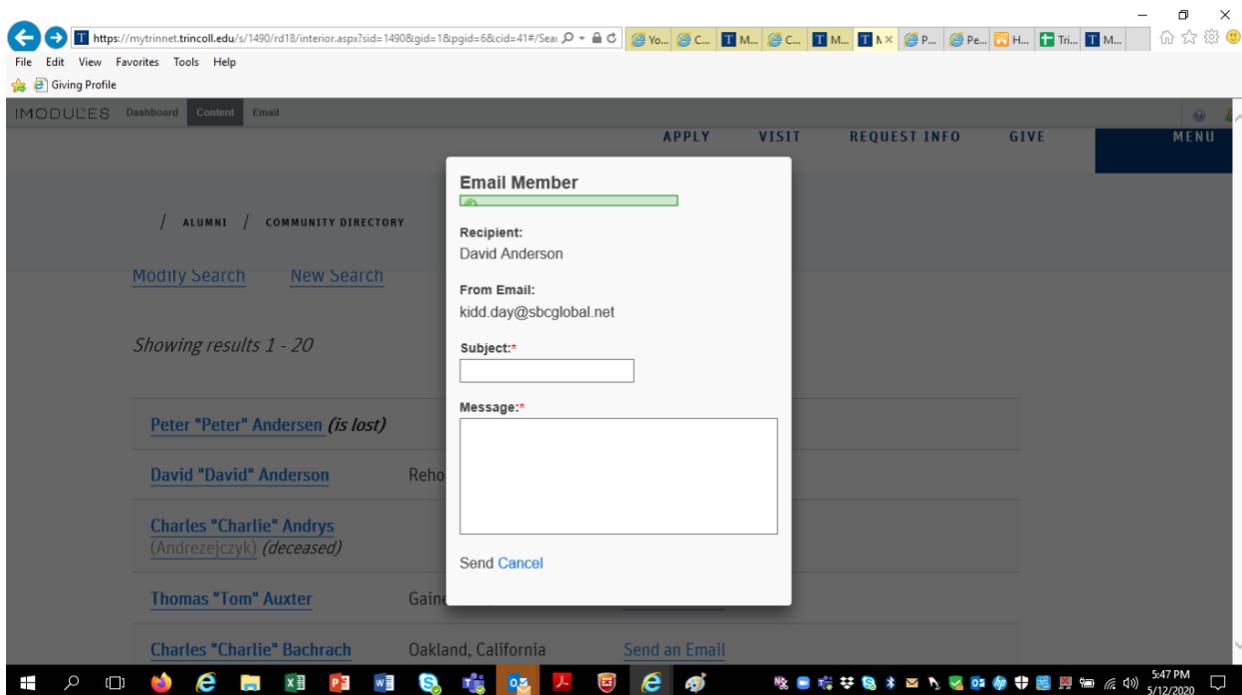
If you want to see all members of your class, simply type in your class year. Then SEARCH.

The results page displays your classmates who meet the criteria of your search filters. Click on your classmates name to go to his "Personal Page," or click on the Send Email button to send your classmate a personal email message. See screenshot below.

20 results show at a time. At the bottom of the page, you can move to the next page of results.



Your email address will appear in the “From Email” section of the email.



The system allows you to send up to 25 emails a day.

That's it! Good luck and have fun.