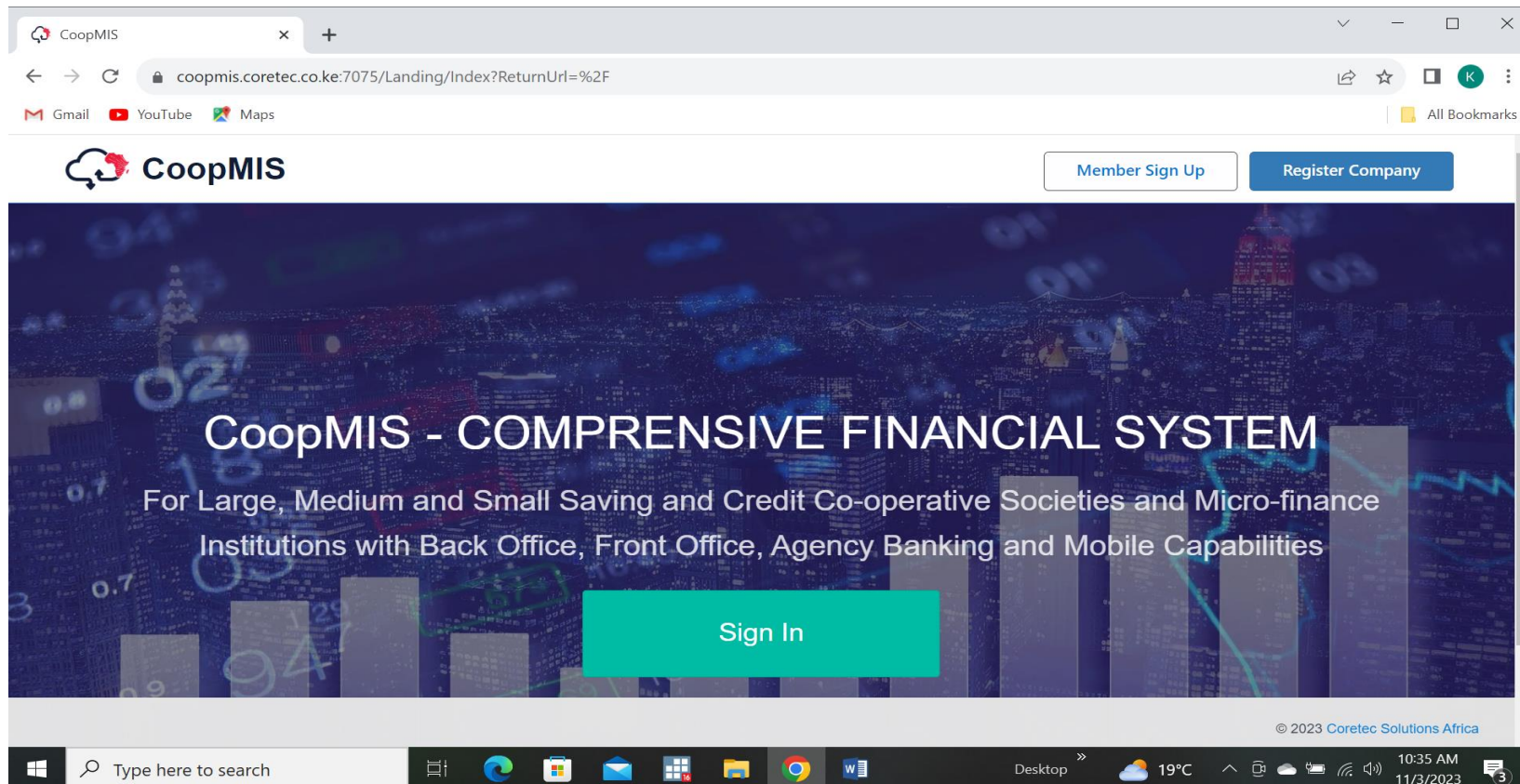




**Kingsize Regulated
NWD Sacco**
Quality Products & Services

STEP 1: Type this URL <https://coopmis.coretec.co.ke:7075> on your browser address bar.

You will get the following page.



North Airport Road, Nairobi Bottlers Limited Premises



0702 286585
0786 794496

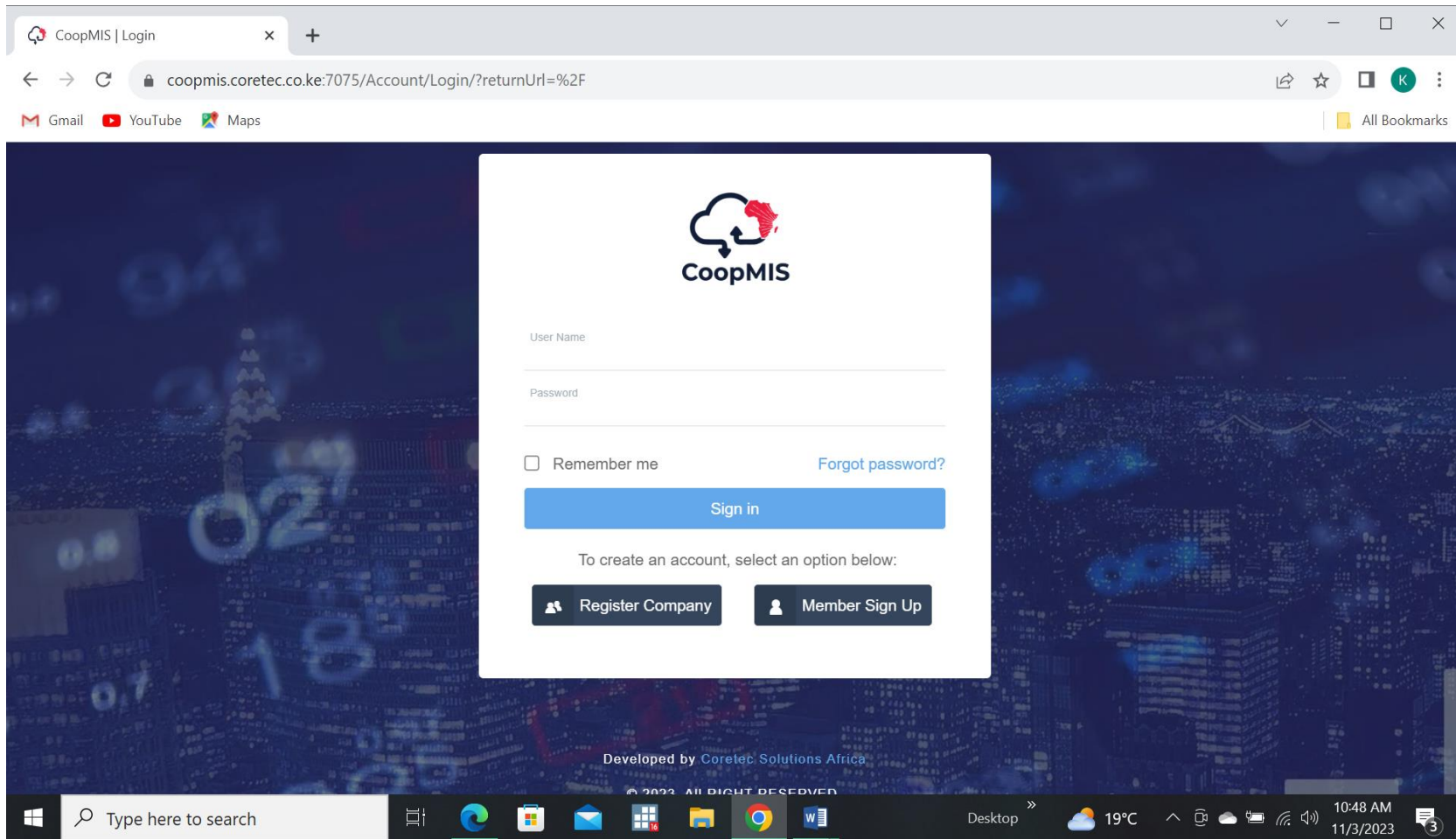


kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 2: Click **Sign in** (the part in Ocean Blue)

You will land in the following page;



CoopMIS | Login

coopmis.coretec.co.ke:7075/Account/Login?returnUrl=%2F

Gmail YouTube Maps All Bookmarks

CoopMIS

User Name

Password

☐ Remember me [Forgot password?](#)

Sign in

To create an account, select an option below:

Register Company **Member Sign Up**

Developed by Coretec Solutions Africa

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Type here to search Desktop 19°C 10:48 AM 11/3/2023

North Airport Road, Nairobi Bottlers Limited Premises



0702 286585
0786 794496

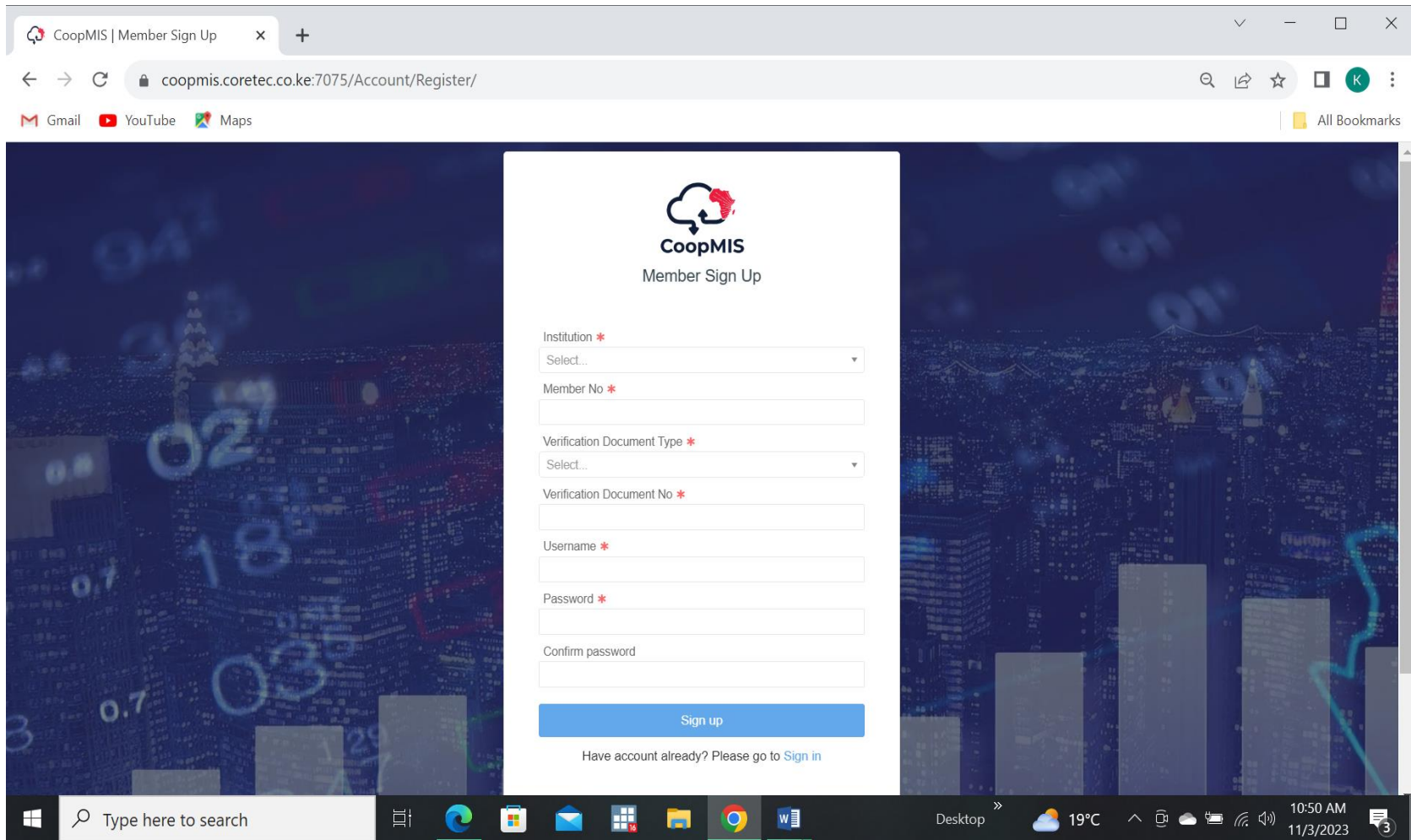


kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 3: Click on **Member Sign Up** (The one on the lower right hand side). Ignore the “Register Company” part.

You will land in the following page;



The screenshot shows a web browser window with the address bar displaying "coopmis.coretec.co.ke:7075/Account/Register/". The page title is "CoopMIS | Member Sign Up". The main content area features the CoopMIS logo and the text "Member Sign Up". Below this, there is a registration form with the following fields:

- Institution * (Dropdown menu)
- Member No * (Text input)
- Verification Document Type * (Dropdown menu)
- Verification Document No * (Text input)
- Username * (Text input)
- Password * (Text input)
- Confirm password (Text input)

A blue "Sign up" button is located below the form. Below the button, there is a link: "Have account already? Please go to [Sign in](#)". The background of the page is a dark blue image with binary code and a city skyline. The Windows taskbar is visible at the bottom, showing the time as 10:50 AM on 11/3/2023.

North Airport Road, Nairobi Bottlers Limited Premises



0702 286585

0786 794496



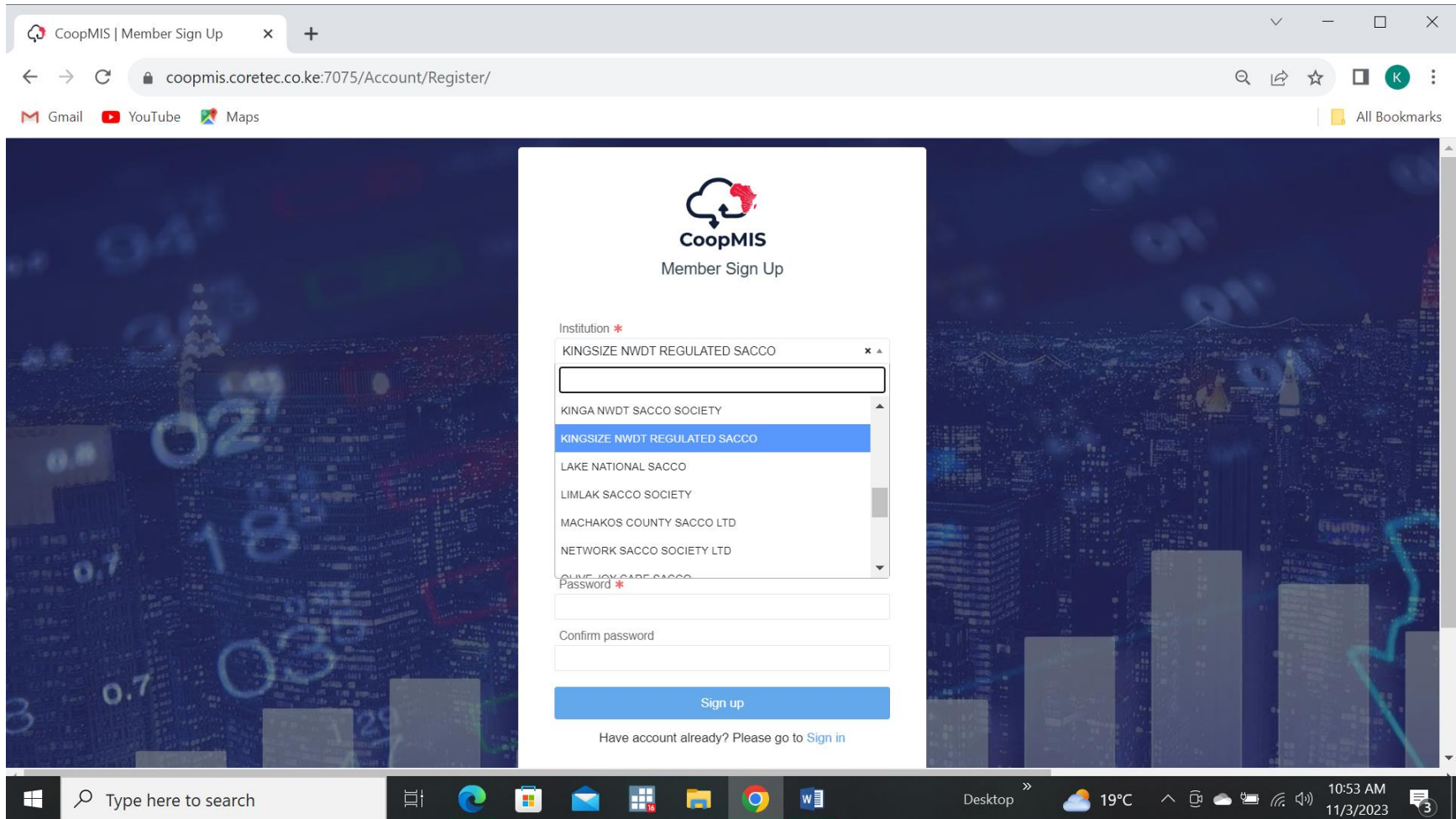
kingsizesacco@gmail.com

info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 4: Fill the required details as follows:

1. **Institution***: Choose **KINGSIZE NWDT REGULATED SACCO** from the drop down menu



CoopMIS | Member Sign Up

coopmis.coretec.co.ke:7075/Account/Register/

Gmail YouTube Maps All Bookmarks

CoopMIS
Member Sign Up

Institution *

KINGSIZE NWDT REGULATED SACCO

KINGA NWDT SACCO SOCIETY

KINGSIZE NWDT REGULATED SACCO

LAKE NATIONAL SACCO

LIMLAK SACCO SOCIETY

MACHAKOS COUNTY SACCO LTD

NETWORK SACCO SOCIETY LTD

OLIVE JOY CARE SACCO

Password *

Confirm password

Sign up

Have account already? Please go to [Sign in](#)

North Airport Road, Nairobi Bottlers Limited Premises



0702 286585

0786 794496

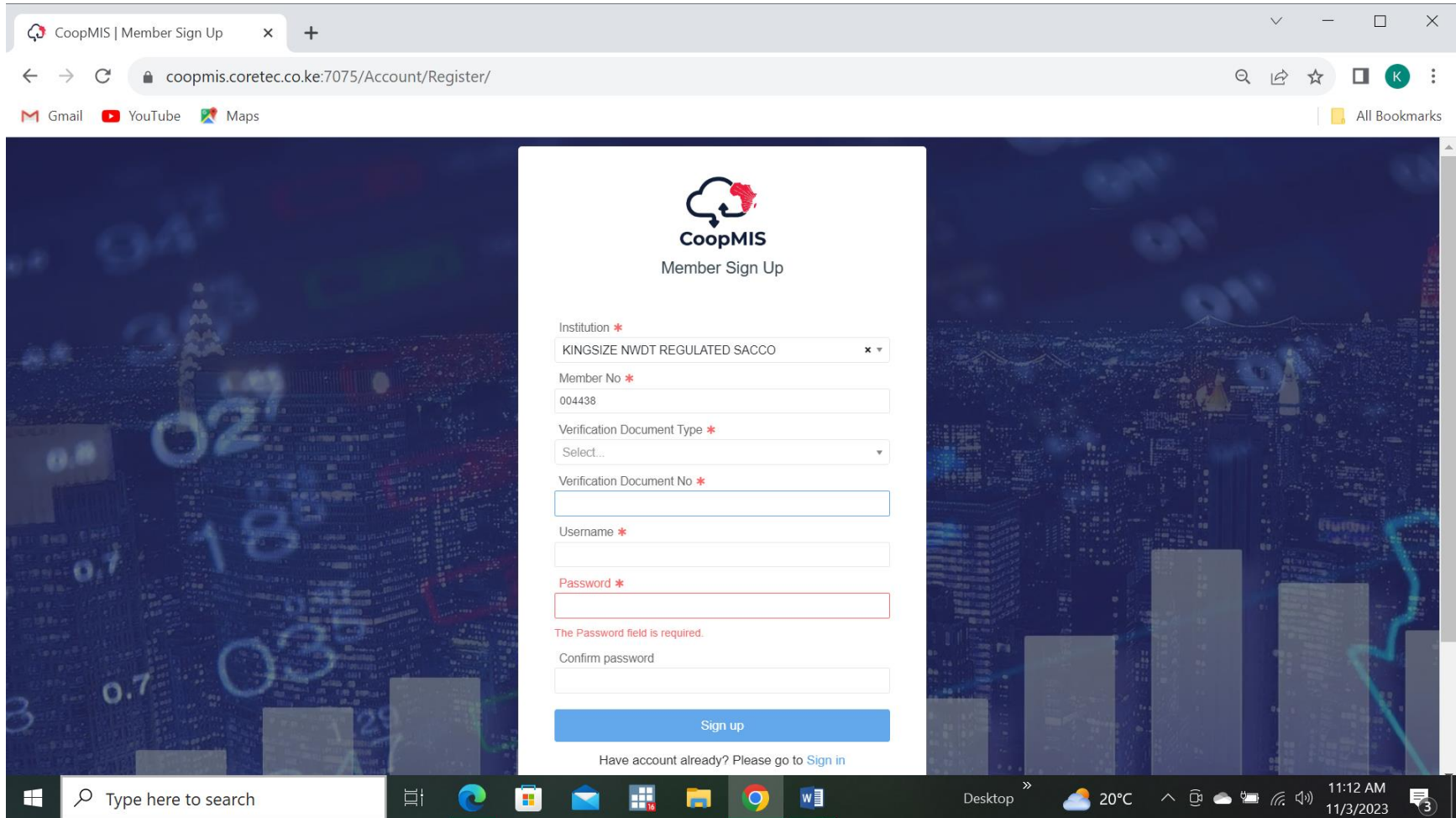


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info@kingsizesacco.co.ke

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2. **Member No***: Insert your Membership Number NOT SAP/STAFF Number. Note that Membership Number has two zeros preceding it.



CoopMIS | Member Sign Up

coopmis.coretec.co.ke:7075/Account/Register/

Gmail YouTube Maps All Bookmarks

CoopMIS
Member Sign Up

Institution *
KINGSIZE NWD T REGULATED SACCO

Member No *
004438

Verification Document Type *
Select...

Verification Document No *

Username *

Password *
The Password field is required.

Confirm password

Sign up

Have account already? Please go to [Sign in](#)

Type here to search

Desktop 20°C 11:12 AM 11/3/2023

North Airport Road, Nairobi Bottlers Limited Premises



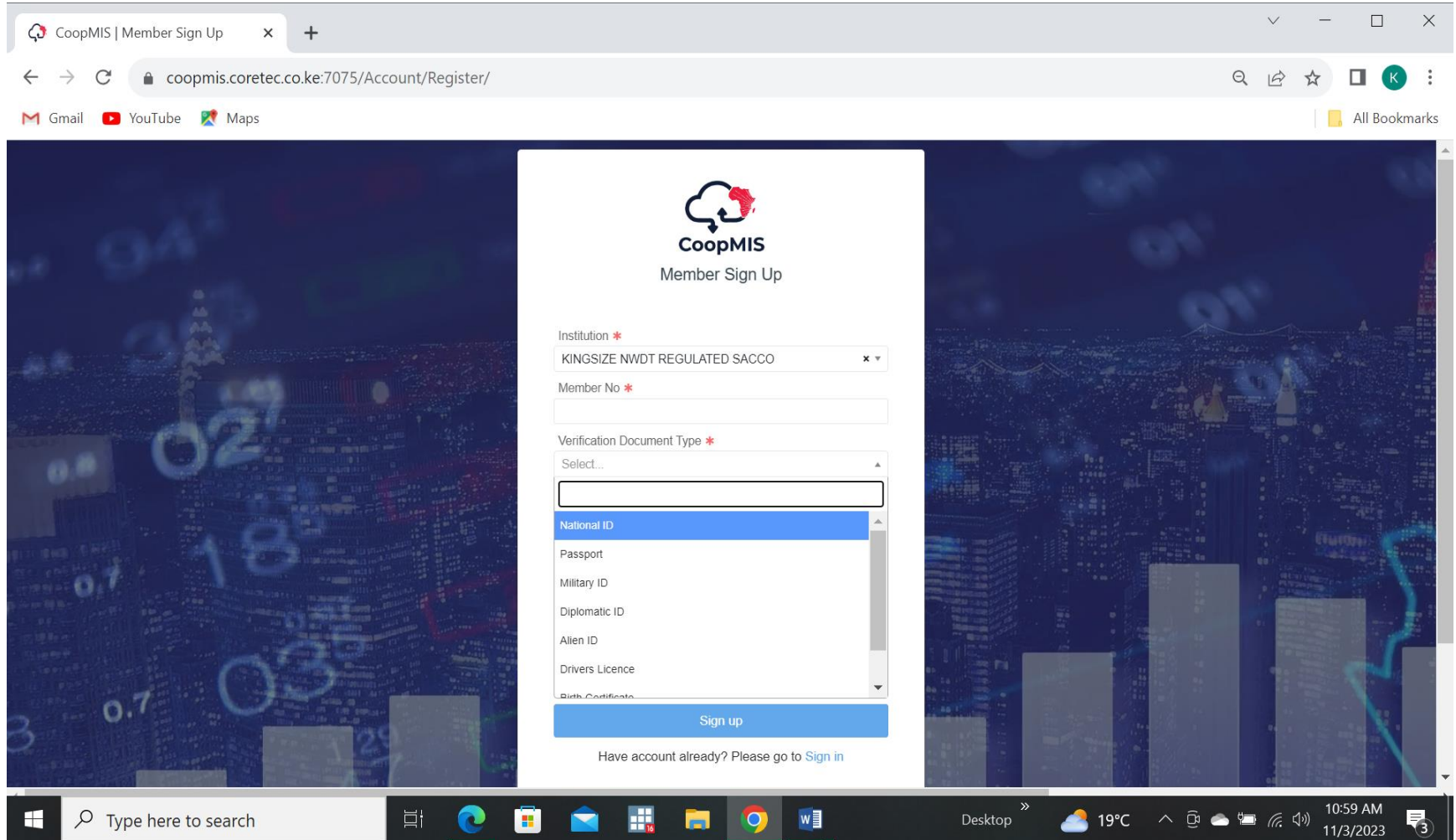
0702 286585
0786 794496



kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

3. **Verification Document Type***: Choose one from the drop-down menu. E.g National ID, etc. Note the Verification document is the document the Sacco used to register your membership. It is mostly your National ID.



The screenshot shows a web browser window with the address bar displaying "coopmis.coretec.co.ke:7075/Account/Register/". The page title is "CoopMIS | Member Sign Up". The main content area features the "CoopMIS Member Sign Up" logo at the top. Below the logo, there are three input fields: "Institution *" with a dropdown menu showing "KINGSIZE NWDT REGULATED SACCO", "Member No *" with an empty text box, and "Verification Document Type *" with a dropdown menu. The dropdown menu is open, showing a list of options: "National ID", "Passport", "Military ID", "Diplomatic ID", "Alien ID", "Drivers Licence", and "Birth Certificate". The "National ID" option is highlighted. Below the dropdown menu is a blue "Sign up" button. At the bottom of the form, there is a link that says "Have account already? Please go to [Sign in](#)". The background of the page is a dark blue image with binary code and a city skyline.

North Airport Road, Nairobi Bottlers Limited Premises



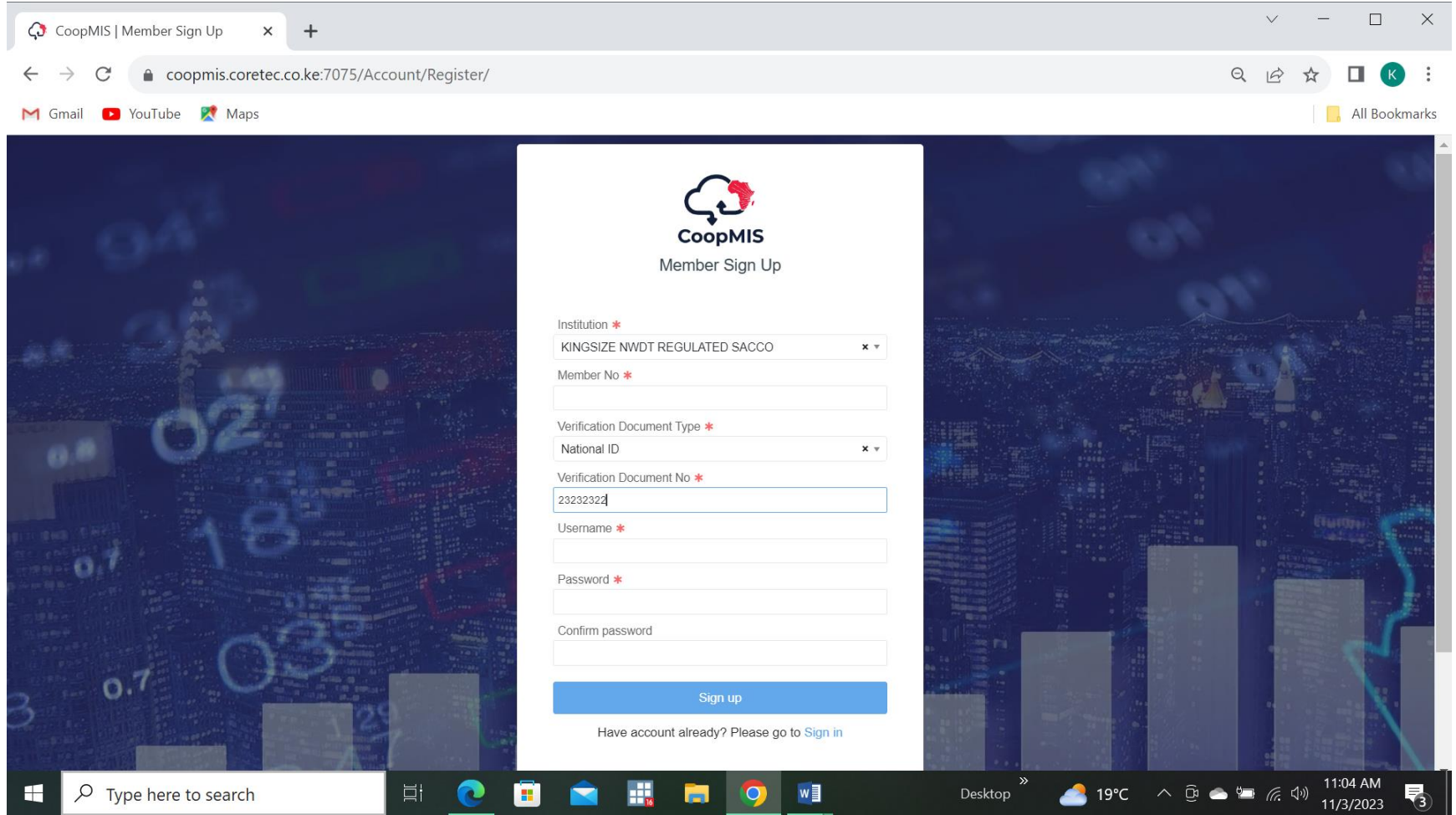
0702 286585
0786 794496



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info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

4. **Verification Document No***: Input the number of the document you chose in No. 2 above e.g. if you chose National ID please put the number.



The screenshot shows a web browser window with the address bar displaying "coopmis.coretec.co.ke:7075/Account/Register/". The page title is "CoopMIS | Member Sign Up". The form is titled "CoopMIS Member Sign Up" and contains the following fields:

- Institution * (Dropdown menu showing "KINGSIZE NWD T REGULATED SACCO")
- Member No * (Text input field)
- Verification Document Type * (Dropdown menu showing "National ID")
- Verification Document No * (Text input field containing "2323232")
- Username * (Text input field)
- Password * (Text input field)
- Confirm password (Text input field)

Below the fields is a blue "Sign up" button. At the bottom of the form, it says "Have account already? Please go to [Sign in](#)".

North Airport Road, Nairobi Bottlers Limited Premises



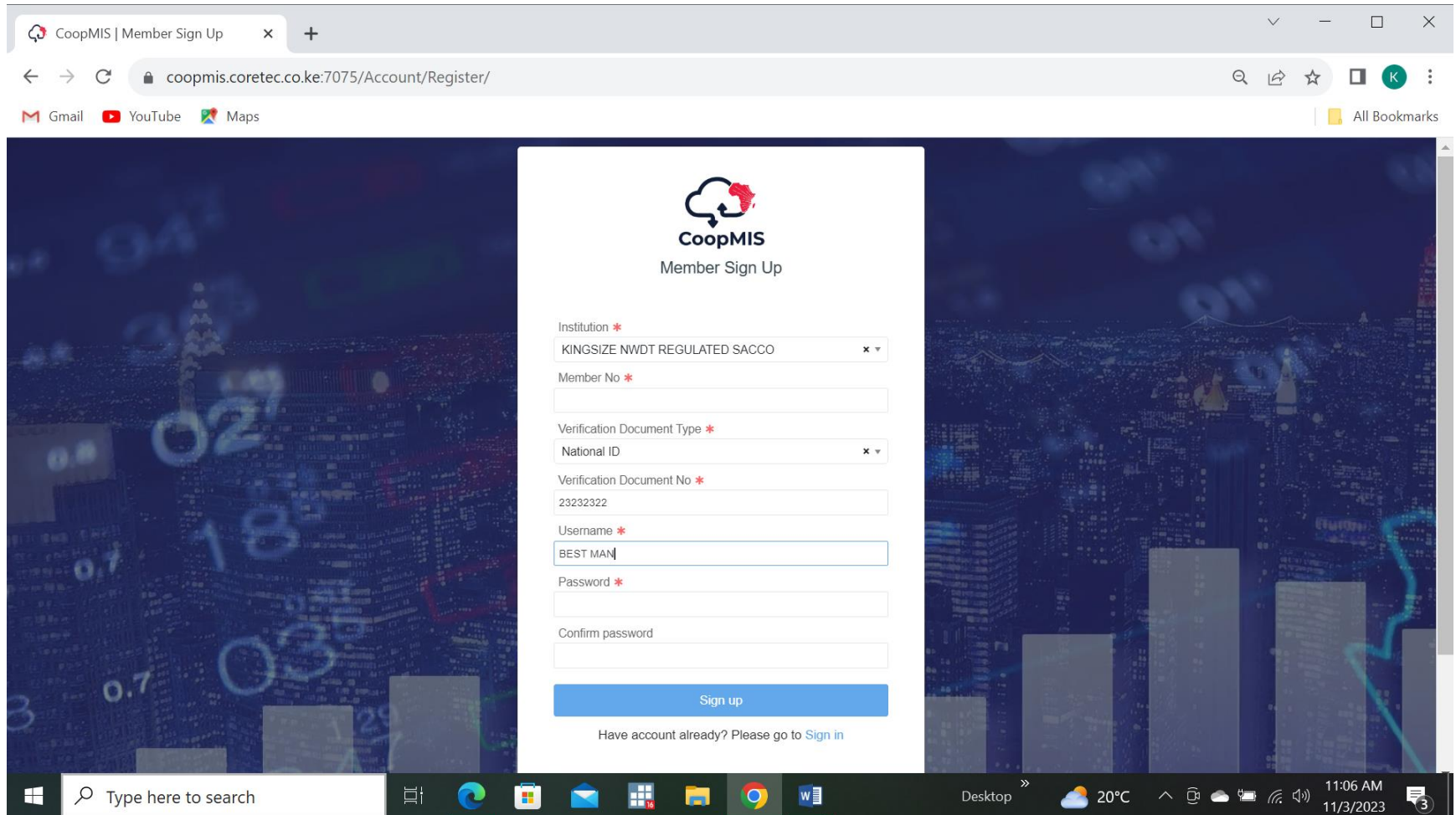
0702 286585
0786 794496



kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

5. **Username***: Input your preferred username. It can be your real name or pseudo. Just ensure it is a name you can easily remember



CoopMIS | Member Sign Up

coopmis.coretec.co.ke:7075/Account/Register/

Gmail YouTube Maps All Bookmarks

CoopMIS
Member Sign Up

Institution *
KINGSIZE NWDT REGULATED SACCO

Member No *

Verification Document Type *
National ID

Verification Document No *
23232322

Username *
BEST MAN

Password *

Confirm password

Sign up

Have account already? Please go to [Sign in](#)

Type here to search

Desktop 20°C 11:06 AM 11/3/2023

North Airport Road, Nairobi Bottlers Limited Premises



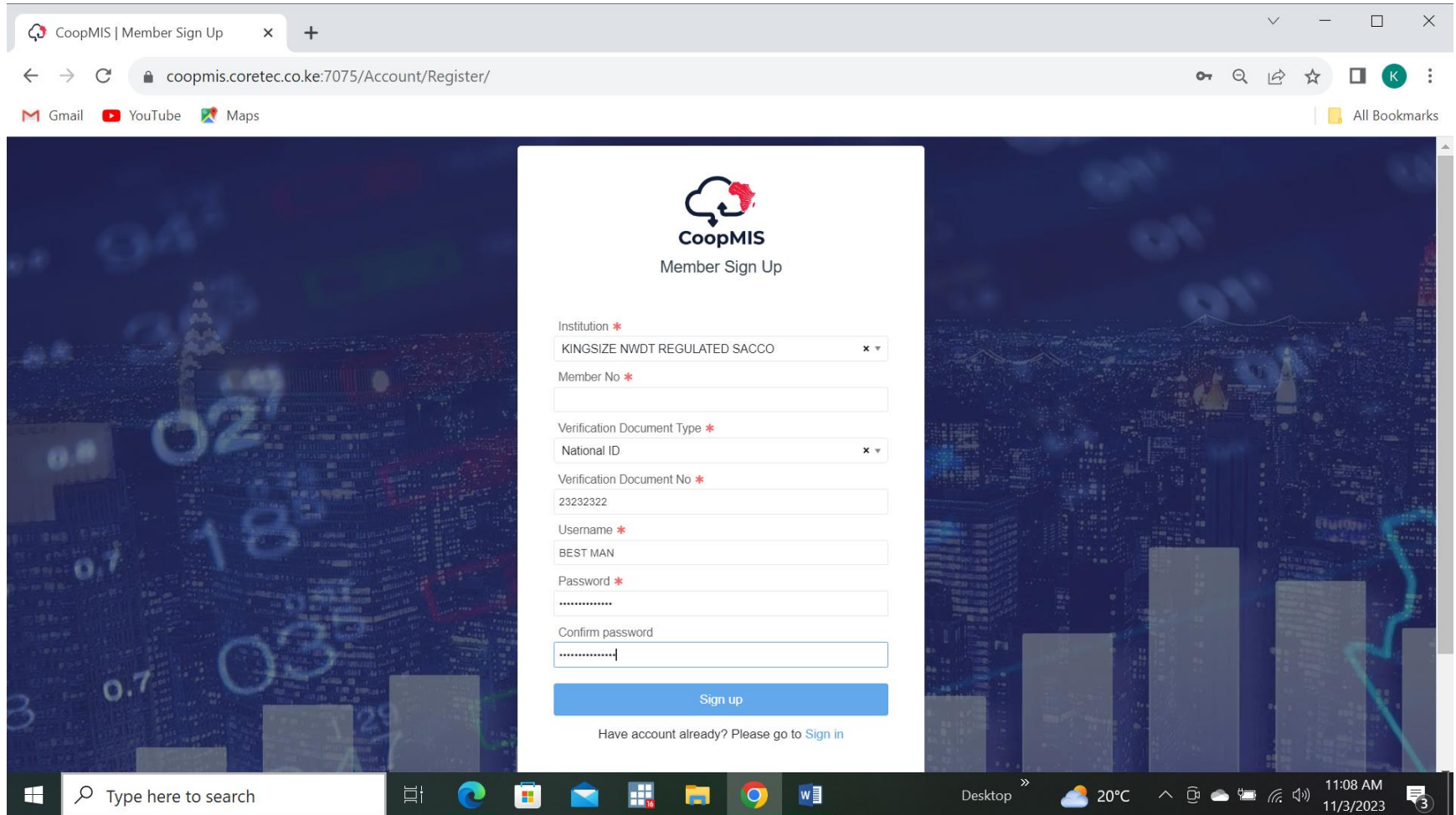
0702 286585
0786 794496



kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

6. **Password***: Create a password you will easily remember, ensure it has numbers, letters and character in the combination. Then confirm the password in the second line.



The screenshot shows a web browser window with the address bar displaying "coopmis.coretec.co.ke:7075/Account/Register/". The page title is "CoopMIS | Member Sign Up". The main content area features the "CoopMIS Member Sign Up" logo and a registration form. The form fields are as follows:

- Institution ***: KINGSIZE NWDT REGULATED SACCO (dropdown menu)
- Member No ***: (empty text field)
- Verification Document Type ***: National ID (dropdown menu)
- Verification Document No ***: 23232322 (text field)
- Username ***: BEST MAN (text field)
- Password ***: (password field with masked characters)
- Confirm password**: (password field with masked characters)

Below the form is a blue "Sign up" button. At the bottom of the form, it says "Have account already? Please go to [Sign in](#)". The background of the page is a dark blue cityscape with binary code. The Windows taskbar at the bottom shows the search bar, task view, and several application icons. The system tray on the right shows the date and time as 11:08 AM on 11/3/2023, along with weather and network icons.

North Airport Road, Nairobi Bottlers Limited Premises



0702 286585
0786 794496

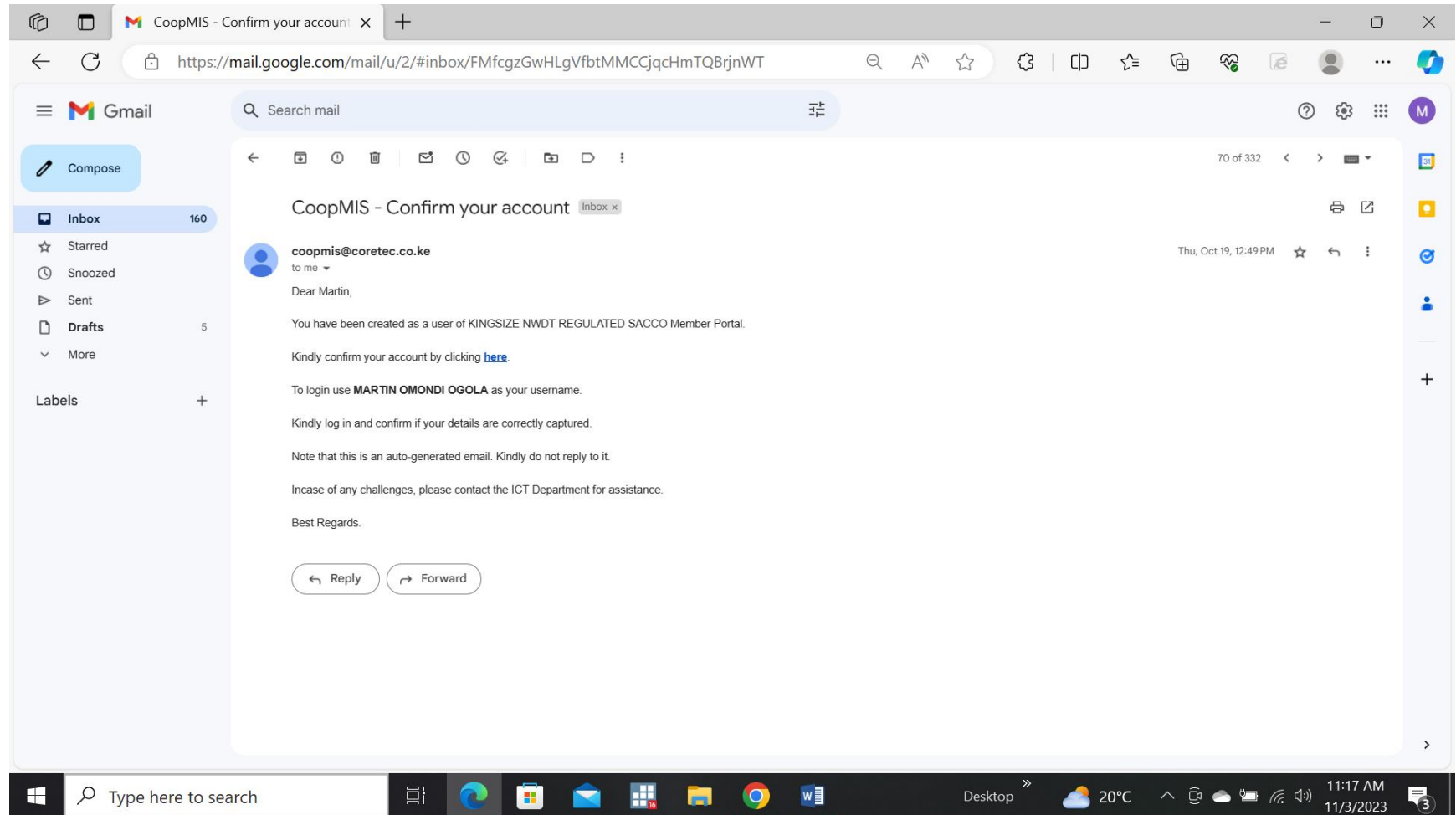


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info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 5: Click **Sign Up** (in the Ocean Blue section at the bottom)

At this juncture the system will automatically send an email to the email address the Sacco has registered you with in the system. A sample of the communication is as below;



North Airport Road, Nairobi Bottlers Limited Premises



0702 286585

0786 794496

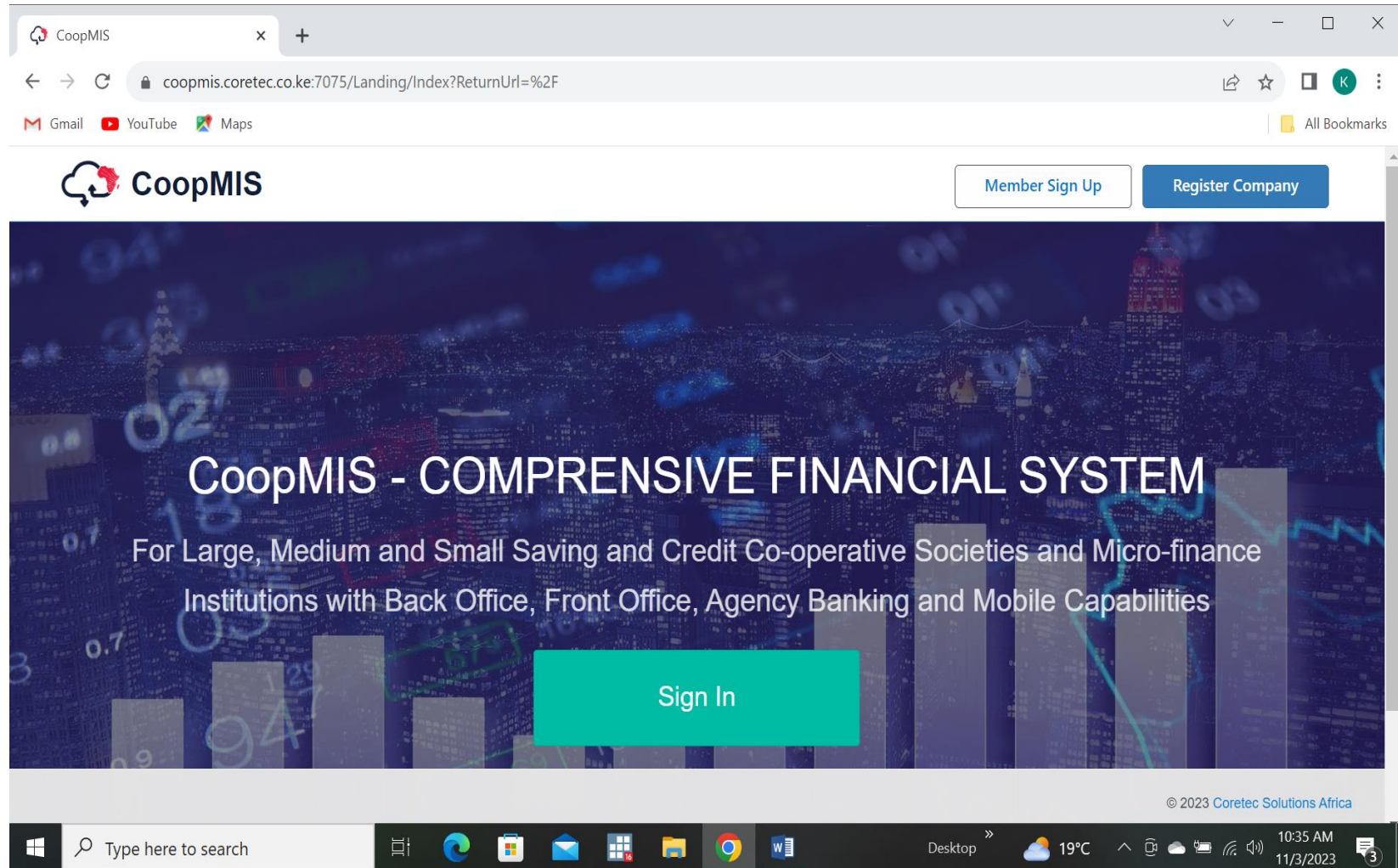


kingsizesacco@gmail.com

info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 6: Confirm your account as directed by the email. Go back to this URL <https://coopmis.coretec.co.ke:7075> and the following page will come, similar to the one in STEP 1 in the beginning.



North Airport Road, Nairobi Bottlers Limited Premises



0702 286585
0786 794496

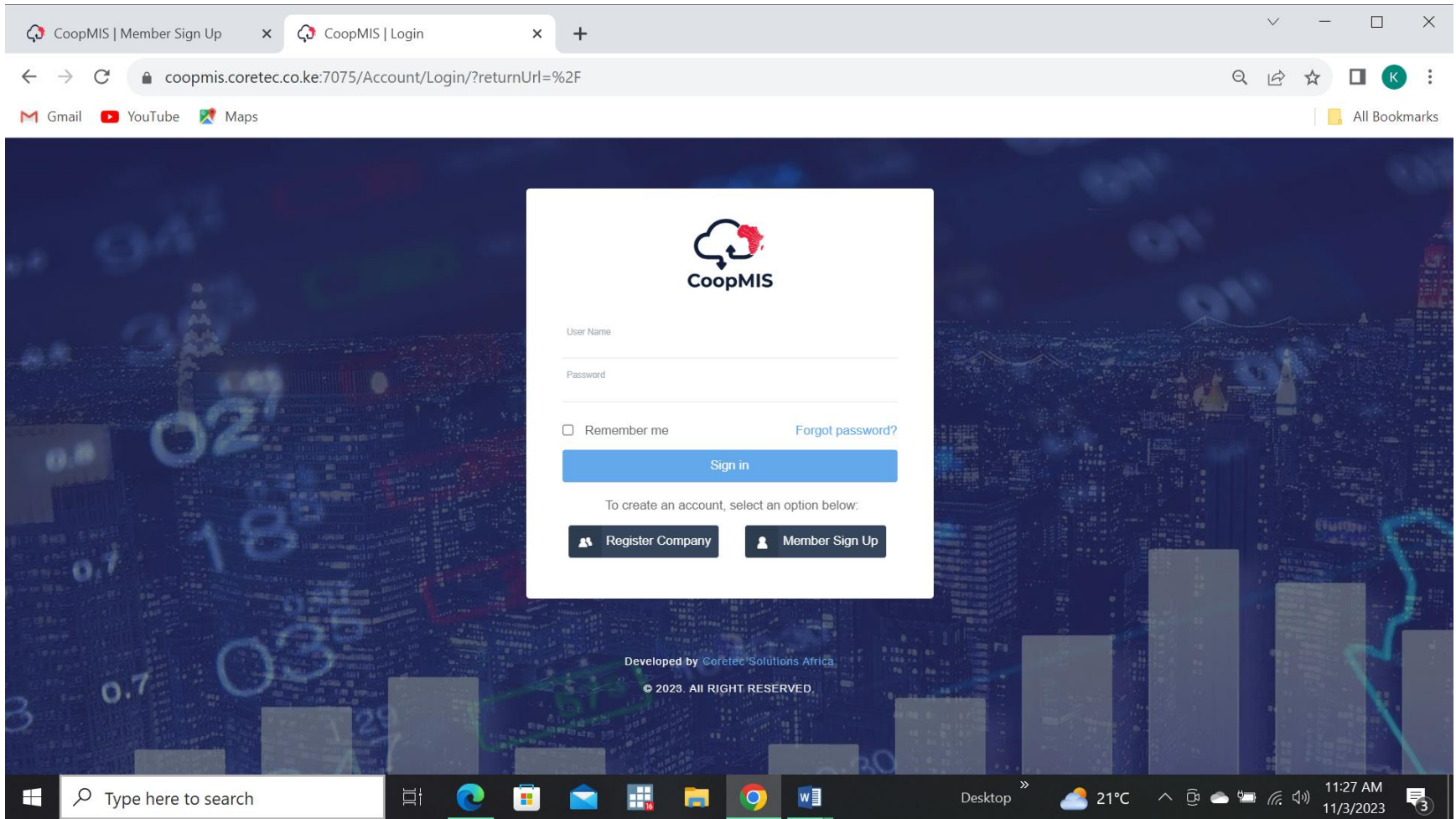


kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 7: Click **Sign In** (in the Ocean blue area).

You will get the following page;



CoopMIS | Member Sign Up x CoopMIS | Login x +

coopmis.coretec.co.ke:7075/Account/Login/?returnUrl=%2F

Gmail YouTube Maps All Bookmarks

CoopMIS

User Name

Password

☐ Remember me [Forgot password?](#)

Sign in

To create an account, select an option below:

Register Company **Member Sign Up**

Developed by Coretec Solutions Africa

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Type here to search Desktop 21°C 11:27 AM 11/3/2023

North Airport Road, Nairobi Bottlers Limited Premises



0702 286585
0786 794496



kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi

STEP 8: Input your Username and Password. Then click **Sign In** (in the ocean blue area)

An OTP will be sent to your email. Pick the OTP, input and you are in.

THINGS TO NOTE:

1. While registering ensure you input the correct number of the Verification document.
2. Use your membership number in the Sacco and not any other number in the part for 'Member No.' Contact the office in case you do not know your member number.
3. The error (screenshot below) will come up in case we do not have your email, you have put the wrong verification document or verification number or you have put a wrong Member Number (**Member number has two zeros preceding it e.g. 4438 becomes 004438**). Kindly contact the office for assistance via WhatsApp on 0702286585 or 0786794496.
4. Lastly, give us feedback on the improvements you would wish to see on the portal.
5. Remember to register for the new USSD *346#

North Airport Road, Nairobi Bottlers Limited Premises

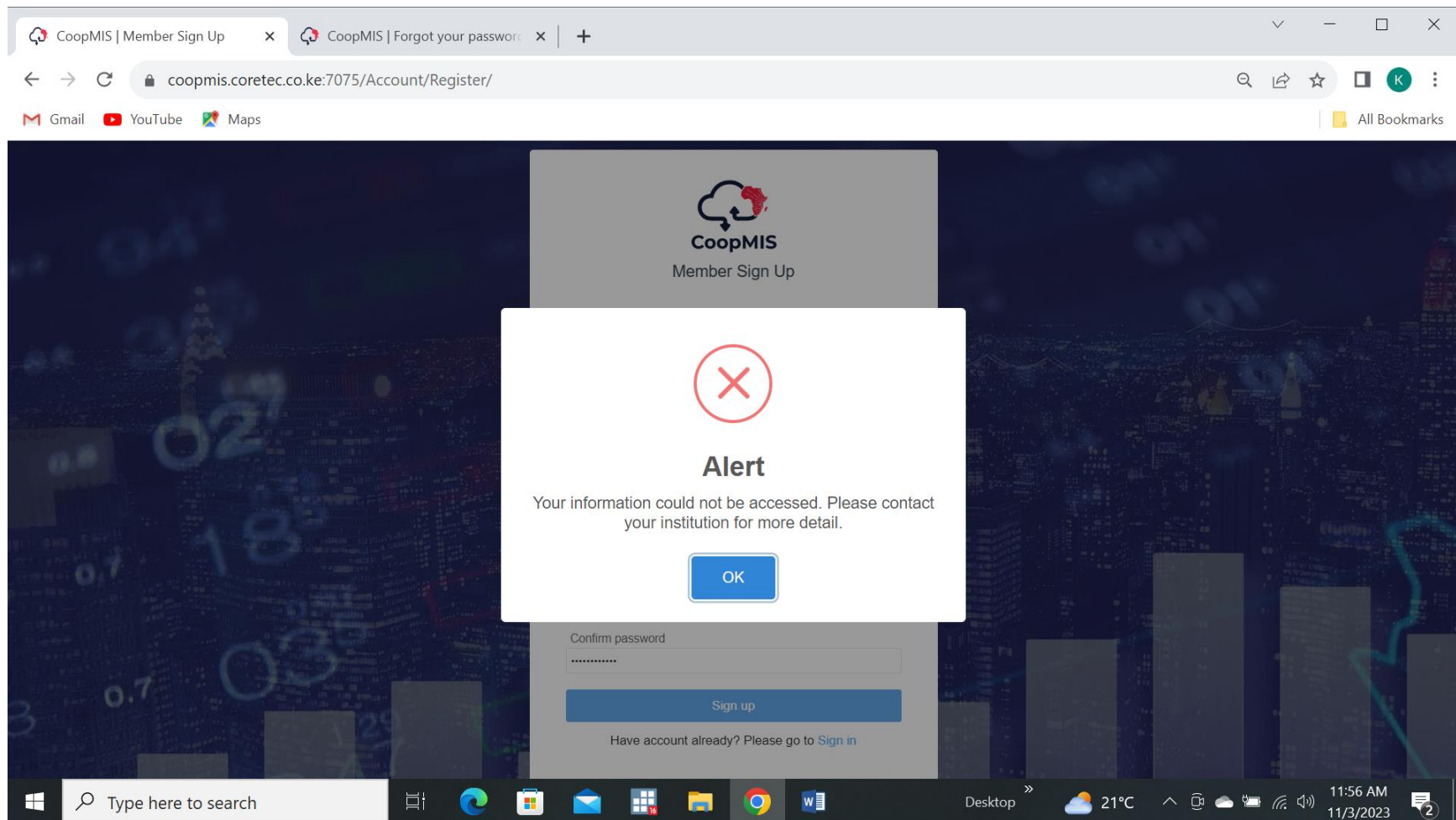


0702 286585
0786 794496



kingsizesacco@gmail.com
info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi



North Airport Road, Nairobi Bottlers Limited Premises



0702 286585

0786 794496



kingsizesacco@gmail.com

info@kingsizesacco.co.ke

Mailing Address: P.O. Box 18034-00500, Nairobi