How to Become a Friend of a Committee

Table of Contents
Log in to MyTRB ............................................................................................................................................ 2
Navigate from the Main Menu ..................................................................................................................... 2
The Self-Nomination Screen ......................................................................................................................... 2
Becoming a Friend of Multiple Committees ................................................................................................. 4
Further Help .................................................................................................................................................. 5

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Log in to MyTRB
The first step is to log in to MyTRB. If you are unsure of how to do this, you can either follow the user guide, or else contact the MyTRB Helpdesk at MyTRB@nas.edu or 202-334-1738.

Navigate from the Main Menu
Once you have logged in, you will see the following menu toward the top of your browser window. Hover your mouse over “Committees” and then click the menu item “Become a Friend of a Committee”.

Clicking that will bring up the self-nomination screen.

The Self-Nomination Screen
You can click the “Select a Committee” dropdown in the middle to expand the full list of all committees, as in the following screenshot.
Once you have selected a committee from the dropdown, the “Scope of Committee” field will populate.

**Scope of Committee**

The charter of the committee is to provide leadership in identifying, conducting, and disseminating research on current and emerging policy, planning, implementation, and operating factors concerned with the paratransit modes. Generally, paratransit systems are demand responsive and operate on flexible routes and/or schedules. Examples include dial-a-ride operations, taxis and jitneys in both general and special transit uses, including ADA-complementary paratransit operations.

Next, you may check, or leave unchecked, the “Opt out of Member Nomination” checkbox.

[Opt out of Member Nomination]

Friends of a committee are automatically considered for nomination as committee members. Therefore, if you do not wish to be considered for nomination as a committee member, make sure the box is checked.

Once you have selected a committee and decided whether to leave the box unchecked or checked, complete the process by clicking the “Submit” button.
Becoming a Friend of Multiple Committees

Once you click “Submit”, the system will process your request and you will land back at the self-nomination screen.

Simply repeat the process outlined in the section above as many times as you wish to keep adding committees. When you are done, you may either use the menu at the top to navigate to another section of the MyTRB site, or click the cancel button.

The cancel button will direct you to a list of all your committees.

My Committees
Further Help
If you have any questions concerning this guide, becoming a friend of a committee, or MyTRB in general, please contact the MyTRB Helpdesk at MyTRB@nas.edu or 202-334-1738.