

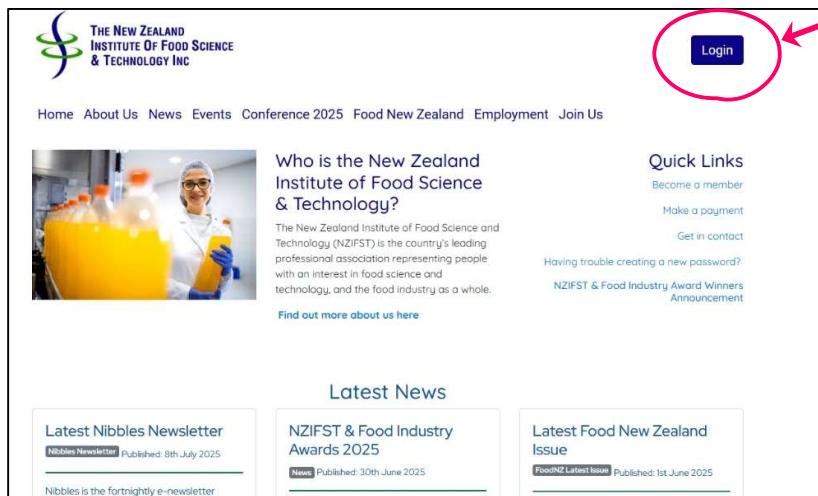
NZIFST Profiles – do I have to?

Yes! In order to register for NZIFST events, sign up for email notifications, manage an organisation's accounts and/or apply for NZIFST membership you must create a profile within the NZIFST system.

We will only send you emails for the event you have signed up for, or if you sign up to receive specific email notifications, such as for member notifications, events, newsletters or the FoodNZ Journal.

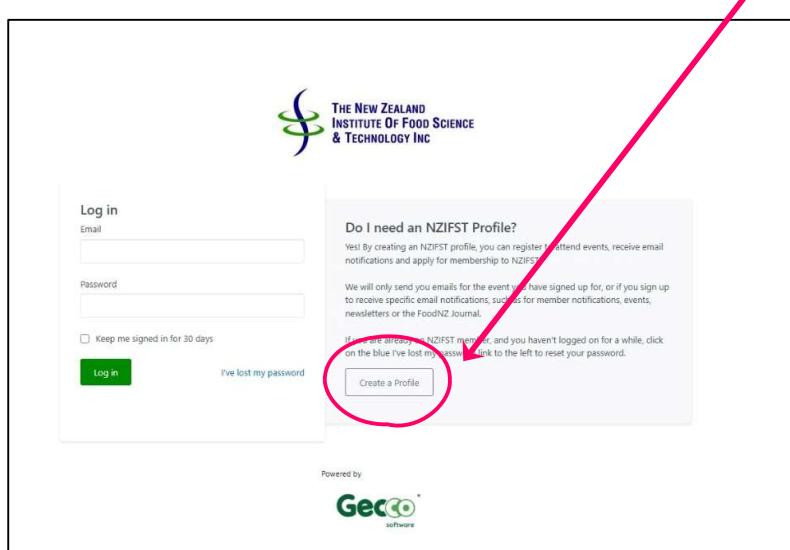
How do I set up an NZIFST Profile?

1. Head over to www.nzifst.org.nz and click on the Login Button, on the top right hand side.



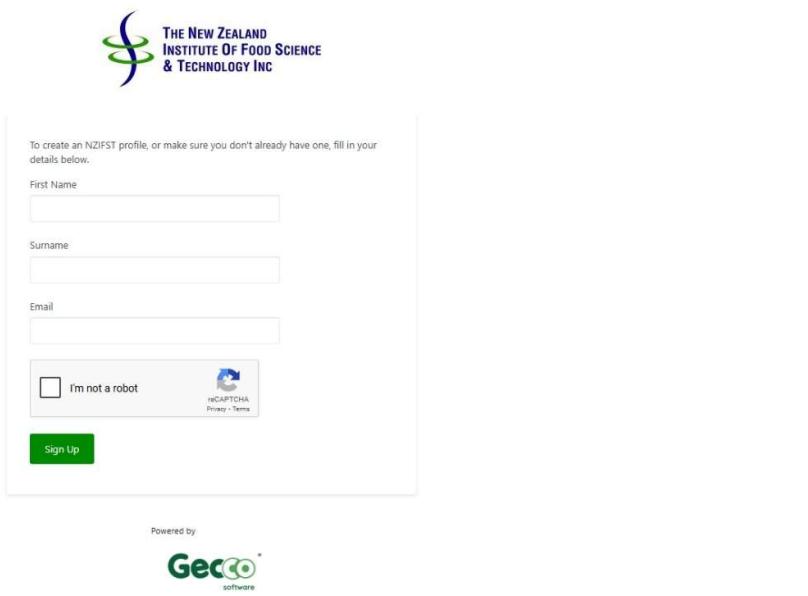
The screenshot shows the homepage of the NZIFST website. At the top right, there is a blue 'Login' button. A red circle and an arrow point to this button, indicating where to click. The page features the NZIFST logo, a navigation bar with links like Home, About Us, News, Events, Conference 2025, Food New Zealand, Employment, and Join Us. Below the navigation is a photograph of a person in a lab coat holding several large bottles of orange liquid. To the right of the photo is a text block about the institute and a link to find out more. Further down are sections for Latest News, including 'Latest Nibbles Newsletter' and 'NZIFST & Food Industry Awards 2025', and a 'Quick Links' sidebar with links to Become a member, Make a payment, Get in contact, and more.

2. This will take you to the login page below. Click on the Create a Profile button



The screenshot shows the 'Log in' page of the NZIFST website. On the left is a 'Log in' form with fields for Email and Password, and a 'Log in' button. On the right is a box titled 'Do I need an NZIFST Profile?'. It contains text explaining the benefits of creating a profile, such as attending events and receiving notifications. It also includes a note about password reset for forgotten passwords. A red circle and an arrow point to the 'Create a Profile' button at the bottom of this box. The page is powered by 'Gecko software'.

3. Fill in the details on this page and click Sign Up.



The image shows the NZIFST sign-up form. At the top is the NZIFST logo. Below it is a text box with the placeholder "To create an NZIFST profile, or make sure you don't already have one, fill in your details below." There are three input fields for "First Name", "Surname", and "Email", each with a corresponding text input box. Below these is a reCAPTCHA box with the text "I'm not a robot" and a checkbox. To the right of the checkbox is a small image of a robot and the text "reCAPTCHA Privacy + Terms". At the bottom is a green "Sign Up" button.

Powered by
Gecco
software

4. If you already have an NZIFST Profile, an error message will appear at the top of the page like this:



The image shows the NZIFST sign-up form with an error message. The NZIFST logo is at the top. Below it is a red error box with the text "That email is already in use. [Click here to reset your password!](#)". To the right of the error box is the sign-up form. It includes a text box with the placeholder "To create an NZIFST profile, or make sure you don't already have one, fill in your details below." and an input field for "First Name".

- a. Click on the blue link in the message which will take you to the Lost Password page:



Lost Password

Enter your e-mail address and we will send you a link with which you can reset your password.

Email

Send me the password reset link

- b. Follow the instructions to reset your NZIFST profile password.
- i. Detailed instructions can be found [here](#).

5. If you haven't previously created an NZIFST profile, you will see this message:



Nau Mai, Haere Mai, Welcome

Thank you for creating a profile on the NZIFST Site.

Please check your email for instructions on how to complete the login process and create a password.

Once you have completed the NZIFST login process, please update your profile with your contact details, by clicking on your name in the top right hand corner.

Head to your dashboard by clicking on this icon



to find out how to sign up for NZIFST membership, and subscribe to various mailing lists.

6. Head to your email inbox and click on the link in the email to set up your password.

Welcome to NZIFST



Kia ora,

Please click the link below to complete your site sign up and set your password.

<https://nzifst.org.nz/Security/activate/be83b9f3d17193a6e35d34cee040ce9f>

a. The password set up page looks like this:

A screenshot of a password setup form. At the top is the NZIFST logo and the text 'THE NEW ZEALAND INSTITUTE OF FOOD SCIENCE & TECHNOLOGY INC'. Below this is a form with two input fields: 'Password' and 'Confirm password'. Each field has a placeholder text: 'Enter a password' for the first and 'Re-enter your password' for the second. A green 'Set password' button is at the bottom of the form.

7. When you have completed setting up your password, you will be directed to your profile dashboard:

Welcome back FoodNZ

if you are new here, you can find out the benefits of NZIFST Membership, and which membership level is right for you [here](#).

[NZIFST Website](#) [News](#) [Events](#)

Click on your name in the top right hand corner to open your profile.
Click on the black cog to adjust how your dashboard will look.
Click on the [CO Menu](#) on the top left hand side to see your modules.
Click [here](#) to find out how to update your profile.
If you have any questions that are not answered here or on the website, please email info@nzifst.org.nz

Applications

- a. Here you can head to the website, find news and events, and [update your profile](#).
- b. If you update your profile with contact details, your organisation/company, dietary information etc, this information will flow into your event bookings.
- c. If your organisation is not of the drop down list, please email wendy@nzifst.org.nz to have it added to the list.

8. To register for the EHEDG courses, click on the Events link in the dashboard (see arrow above), and scroll down to the EHEDG event, and click on the Read More button at the bottom.

Read More

 TRAINING

EHEDG Advanced Hygienic Design Course - Nov 25

[In Person Only Events](#) Begins: 3rd November 2025
Novotel Christchurch - Cathedral Square

Date: Nov 3, 2025 | 24 remaining tickets | 2 tickets sold

Read More

9. And click the register button to register yourself for the event.



EHEDG Advanced Hygienic Design Course - Nov 25

All events Register

The objective of this course is to provide knowledge and insight into the hygiene of equipment and hygienic engineering aspects especially for the food, but also cosmetics, pharmaceutical, biotechnology and chemical industries.

Who should attend?:

- Designers from Technical Engineering, Process Development and Quality Assurance
- Management, Marketing and Sales Staff from Design & Mechanical Engineering Companies and Food Manufacturers
- Operators, Maintenance and Reliability Engineers, Installers and Sanitarians
- Auditors, Inspectors, Testers, Consultants and Certifiers

10. Once you have registered, you will receive an email confirming your registration, and your invoice.

- a. If you would like your invoice to go to your accounts department, please email wendy@nzifst.org.nz with the accounts department details, so these can be added to your organisation's profile.