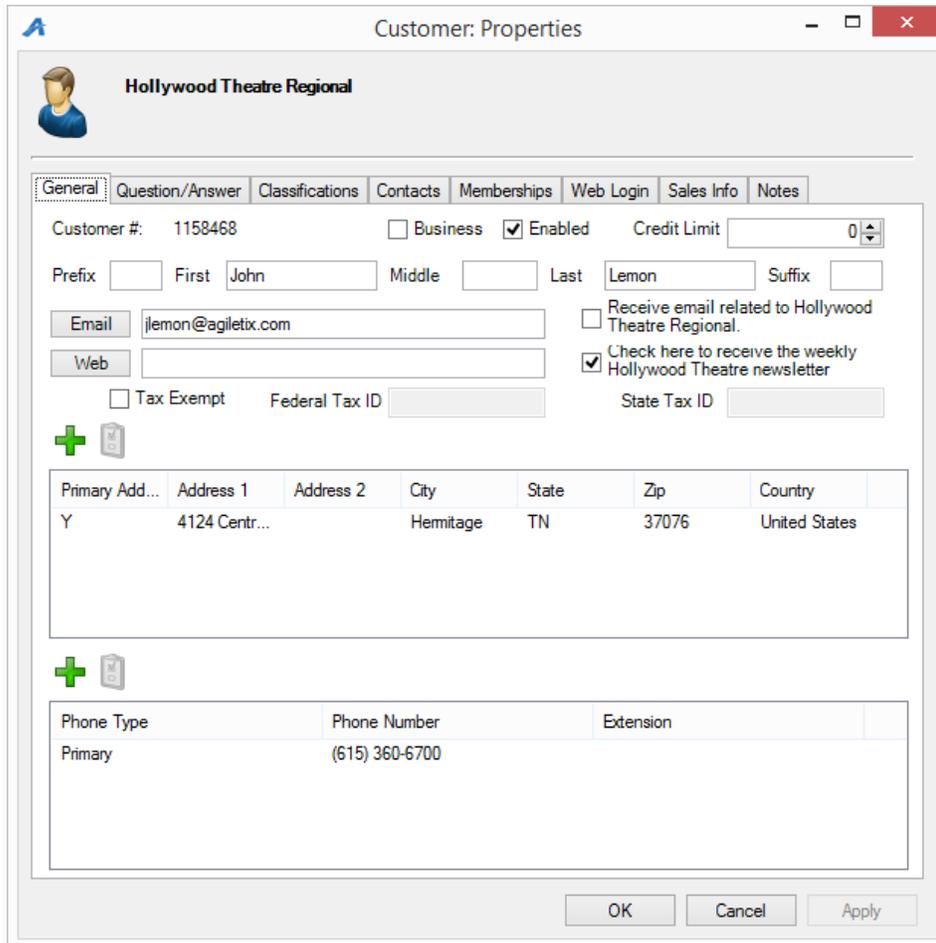# Testing A Member's Online Benefits

Sometimes it may come in handy to sign-in as a member to make sure they are receiving the correct benefits. The following process will allow you to perform this check without having to get the member's current password.

1. Pull up the customer in the Agile Admin or Sales app.

2. Go to the **Web Login** tab to view current sign-in information.
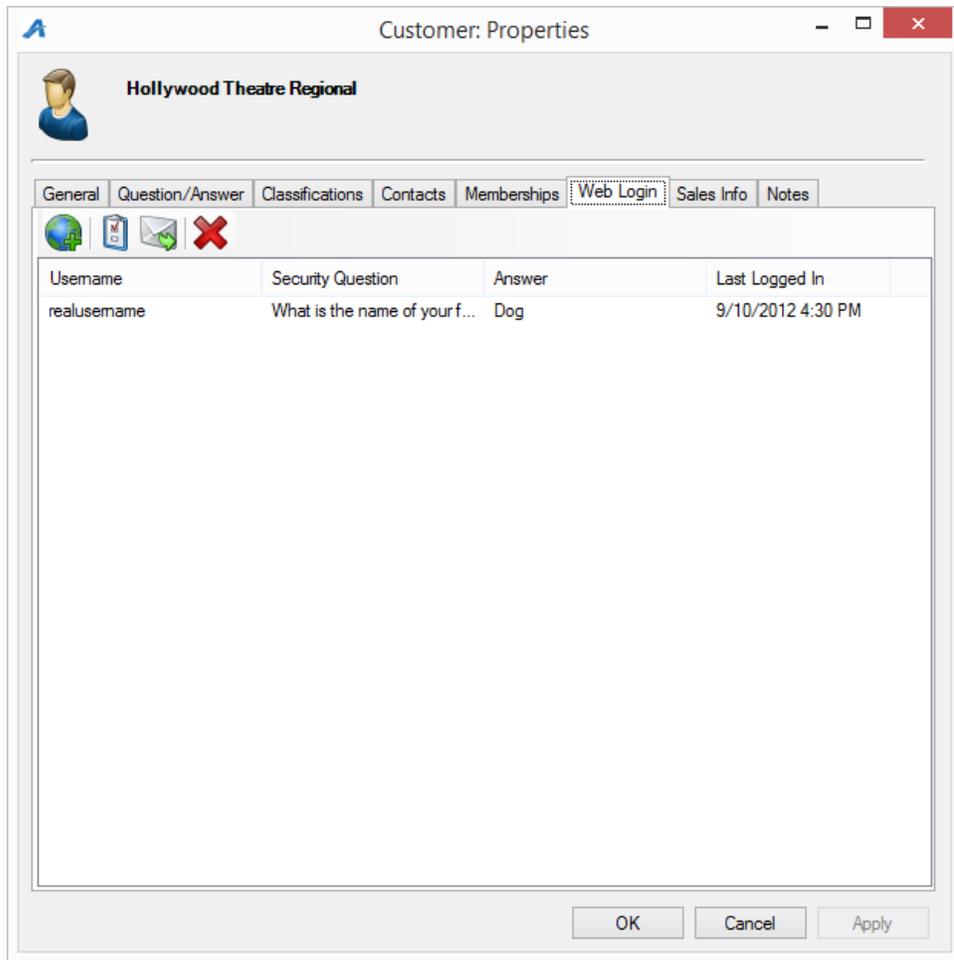
3. Click the **Add Web Login** button to add an additional set of login credentials to this account.
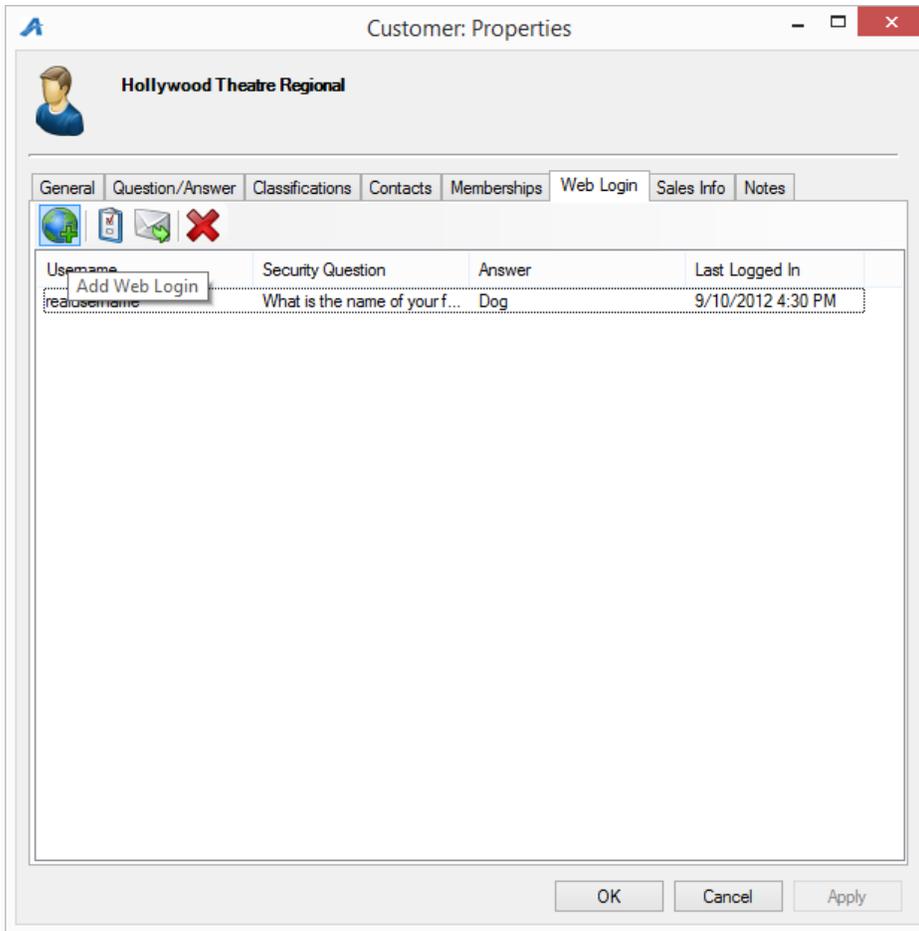
4. Fill out the web login information with a test **Username**, **Password**, and **Security Answer** (testusername, testpassword, answer, etc). The username must be unique within your organization.

5. Use this new username and password to log into the web site to check that benefits show up as expected.

6. Make sure to go back to the customer and remove the test sign-in by highlighting the new sign-in from the list and clicking the **Delete Web Login** button.