



COUNTERSTRAIN

The Jones Institute

Counterstrain Directory Listing Instructions

How to purchase your Counterstrain Directory Listing

1. To purchase a new listing, log in to your [Student Portal](#).
2. Click the **Products** tab and add the [Counterstrain Directory Listing](#) to your cart.
3. Complete the checkout process. Once your order has been confirmed, follow the steps below to set up your listing!

How to set up your Counterstrain Directory Listing

1. Log in to your [Student Portal](#).
2. Click the **Account** tab then click **Dashboard**.
3. From your **Dashboard**, click the **My Account Information** tab.
4. Verify or update your account information. Don't forget to add a photo and save your changes.
5. Next, click the **My Addresses** tab to add your clinic address.
6. Click the "Add Address" button and enter your work address. Be sure to select "Work" as the address type and save your changes.
7. Next, click the **My Communication Settings** tab. This is where you'll choose what information to display on your public profile.
8. **IMPORTANT:** In order to display your listing publicly, you must check the "Show my account information in search results" box.
9. Next, check the boxes for the information you'd like to display. Uncheck the boxes for the information you'd like to hide.
10. To manage your Counterstrain Directory Listing, click the **My Subscriptions** tab. Subscriptions are renewed annually on the date of purchase.