



# **ADDING MOTORCYCLE TO YOUR MUSTT ACCOUNT**

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**ADDING MOTORCYCLE  
INFORMATION  
TO YOUR  
MUSTT ACCOUNT**



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This tutorial is for riders with established MUSTT accounts. If you do not currently have a MUSTT account you will need to create one. Use the “New Rider tutorial on Building MUSTT Account”.

With this tutorial you will be able to add a motorcycle to your account. Once a motorcycle you have owned is entered into your record it should never be deleted.





# ADDING MOTORCYCLE TO YOUR MUSTT ACCOUNT

From the menu click on “Motorcycles”. Note: if the “Motorcycles” isn’t visible you need to expand the “Motorcycle Rider Information” menu by clicking on “Motorcycle Rider Information”.

## ADDING MOTORCYCLE

**MY ACCOUNT** Time: 02 APR 2019 1440(Z)

**MESSAGE** If you require a change to a field that you cannot update, please contact your User Administrator.

**ACCOUNT HEADER**

Account ID: 482640 Name: E7, Albert, Arthur A.; AFSEC/SEGT Last Updated: 02 APR 2019 1424(Z)  
DoD ID: 1143174898 Base: Kirtland AFB Status: Active

Applicant, User and User Administrator Responsibilities Who Should Have a Secondary Account?

**PERSONAL INFORMATION**

DoD ID: 1143174898  
Employment Status Tier 1: US Air Force  
Employment Status Tier 2: Regular  
Grade: E7  
Last Name: Albert  
First Name: Arthur  
Middle Name: (optional) A  
Organization Tier 1: US Air Force

Once you click on “Motorcycles” the “Manage Motorcycles” window will open. As shown to the right. The next slide will deal with adding a new motorcycle to your account. On the “Manage Motorcycles” window click on the “Add a Motorcycle” button.

## MANAGE MOTORCYCLES

Time: 02 APR 2019 1444(Z)

**ACCOUNT HEADER**

Account ID: 482640 Name: E7, Albert, Arthur A.; AFSEC/SEGT Last Updated: 02 APR 2019 1424(Z)  
DoD ID: 1143174898 Base: Kirtland AFB Status: Active

**1 MOTORCYCLE (PLEASE ENTER ALL MOTORCYCLES RIDER CURRENTLY RIDES OR HAS PREVIOUS EXPERIENCE WITH.)**

ACTION	TYPE	YEAR	MAKE	MODEL	ENGINE SIZE	DATES RODE
	Sport	2019	Aprilia	Big Hog	2251-2500CC	02/2019 to Present

DISPLAYING RESULTS 1 - 1 OF 1 RECORDS. EXPORT TO:

**Add a Motorcycle**

Done with Motorcycles



# ADDING MOTORCYCLE TO YOUR MUSTT ACCOUNT

## ADDING MOTORCYCLE

Once you click on “Add a Motorcycle” the “Update Motorcycle” window will open. Complete all the fields in this window and when satisfied all fields are completed click on “Save Motorcycle”.

**UPDATE MOTORCYCLE** Time: 02 APR 2019 1532(Z)

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**ACCOUNT HEADER**

Account ID: 482640      Name: E7, Albert, Arthur A., AFSEC/SEGT      Last Updated: 02 APR 2019 1452(Z)  
 DoD ID: 1143174898      Base: Kirtland AFB      Status: Active

Type: \*       

Year: \*

Make: \*

Model: \*

Engine Size: \*

Horsepower: (optional)

Approximate Date First Rode this Motorcycle: \*      Month:  Year:

Riding Status: \*       Currently Ridden       Previously Ridden

Years experience with this Motorcycle: 0.2

    

The “Manage Motorcycles” window will open so you can verify the change you just made. Once satisfied your addition was made and if you have no other motorcycle to add you can log out of your record by clicking the “Logout” button, bottom left of page



**MANAGE MOTORCYCLES** Time: 02 APR 2019 1600(Z)

**MESSAGE** Successfully Added Motorcycle

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**ACCOUNT HEADER**

Account ID: 482640      Name: E7, Albert, Arthur A., AFSEC/SEGT      Last Updated: 02 APR 2019 1558(Z)  
 DoD ID: 1143174898      Base: Kirtland AFB      Status: Active

**3 MOTORCYCLES (PLEASE ENTER ALL MOTORCYCLES RIDER CURRENTLY RIDES OR HAS PREVIOUS EXPERIENCE WITH.)**

ACTION	TYPE	YEAR	MAKE	MODEL	ENGINE SIZE	DATES RODE
	Sport	2019	Aprilia	Big Hog	2251-2500CC	02/2019 to 04/2019
	Cruiser/Street Bike	2002	Harley-Davidson	Soft Tail	751-1000CC	02/2003 to Present
	Sport	1999	Ducati	Avenger	1501-1750CC	03/2019 to Present

DISPLAYING RESULTS 1 - 3 OF 3 RECORDS.     

Done with Motorcycles

ALL ACTIVE FIELDS MARKED WITH AN ASTERISK (\*) IN RED FONT ARE REQUIRED BEFORE SUBMITTING THIS PAGE.  
 DATA ON THIS PAGE CREATED BY: CTR, User, Guest; AF SEC/SE ON 19 MAR 2019 1936(Z) AND LAST UPDATED BY: E7, ALBERT, ARTHUR A.; AF SEC/SEGT ON 02 APR 2019 1558(Z)



# **ADDING MOTORCYCLE TO YOUR MUSTT ACCOUNT**

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**END**

This tutorial was prepared by AFSEC/SEGT  
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