Changing Your Username and Password

Your username and password can be accessed in your profile. You will find a My Profile link to your profile near the top of your **Home** page and can also find a link under the **Help** menu.



From your My Profile page, click Edit to the right of the Login Info.



To change your Username, type the new **Username** and click <u>change</u>.

To reset your password, click reset. The screen will change to allow you to enter and confirm the new password. Click Reset.

