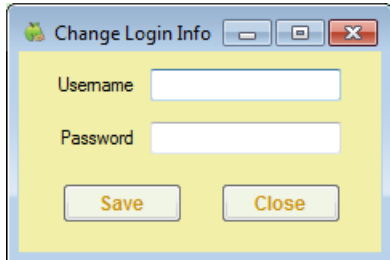


Update Your Login Information

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Update your login information whenever you need in the Change Login Info dialog box. You access this feature from the Administration menu.

1. Click the **Administration** menu and select **Change Your Login Info**. The Change Login Info dialog box opens.

A screenshot of a 'Change Login Info' dialog box. The dialog has a title bar with a green icon and the text 'Change Login Info'. Below the title bar, there are two text input fields: 'Username' and 'Password'. At the bottom of the dialog, there are two buttons: 'Save' and 'Close'.

2. Click the **Username** box and update your username, if needed.
3. Click the **Password** box and enter a new password over the existing password.
4. Click **Save**.