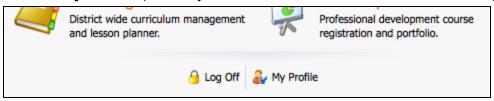
Eduphoria: Updating Your Campus Location

- 1. Log into Eduphoria
- 2. Click on "My Profile" (icon may be located in a different area on the window)



- 3. Verify....
 - a. First Name
 - b. Last Name
 - c. Email
 - d. Campus your campus(es) should have a checkmark
- 4. Click on Next
- 5. Select your "primary role"
- 6. Next
- 7. Answer your "security question"
- 8. Next
- 9. Enter your "Employee ID"
- 10. Click on "Save My Information"