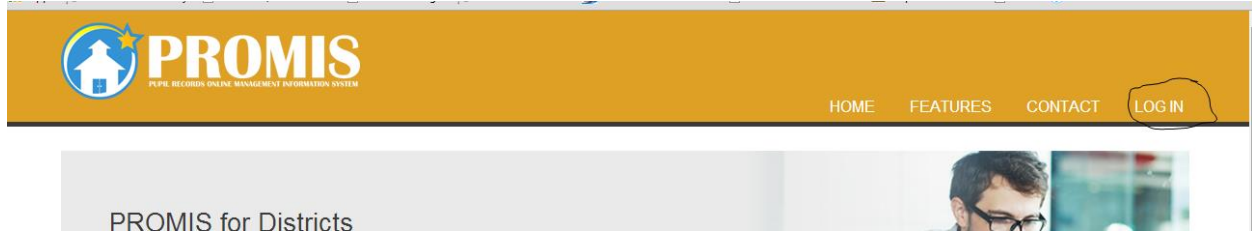


Logging Into PROMIS

URL: www.mypromis.org

The image shows a 'Sign In' form. It has a blue header with the text 'Sign In'. Below the header are two input fields: the first is labeled 'username' and the second is labeled 'password'. Below the password field is a blue 'Log In' button. At the bottom of the form, there is a link that says 'Don't have an account! Contact Us'.

Type your Username and Temporary Password
Click the "Sign In" button

Hover on the "My Profile" menu item and click on "Manage Password" You can change your password here

The image shows a 'Change Password' form. At the top is a navigation menu with items: 'Home', 'My Profile', 'Help Desk', 'Admin', 'Attendance', and 'CAL'. The 'My Profile' item is highlighted in yellow. Below the menu is the title 'Change Password'. There are three input fields: a large empty field at the top, a 'Password:' field, and a 'Confirm Password:' field. Below these fields is another large empty field.

If you need assistance with resetting your password you can contact:

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- Rodney Gast (858) 569-3112 at rodney@sdcoe.net
- Jacquie Mallard (858) 571-7283 at jmallard@sdcoe.net
- Dixie Bryant (858) 571-7229 at dixieb@sdcoe.net