

# How To Change the Schools in Your User Profile

Go to the Career Tech Login page as you would normally.

The screenshot shows the Alabama Department of Education login page. The header features the state seal and the text "ALABAMA DEPARTMENT OF EDUCATION". The main content area is titled "Login" and includes a "Please enter your:" section with fields for "Username:" (labeled 1) and "Password:" (labeled 2), each with a "Forgot your..." link. A "Login >>" button (labeled 3) is below. To the right, a "Create New User" button is present. Below that, "Login Tutorials:" are listed as PDF files (451 KB and 314 KB). A "Data Collections (on-line)" table is shown with columns for "Upcoming" and "Current" and a "Start Date" column. A red arrow points from a box labeled "Select this link" to the "Edit Account Information" link in the left sidebar.

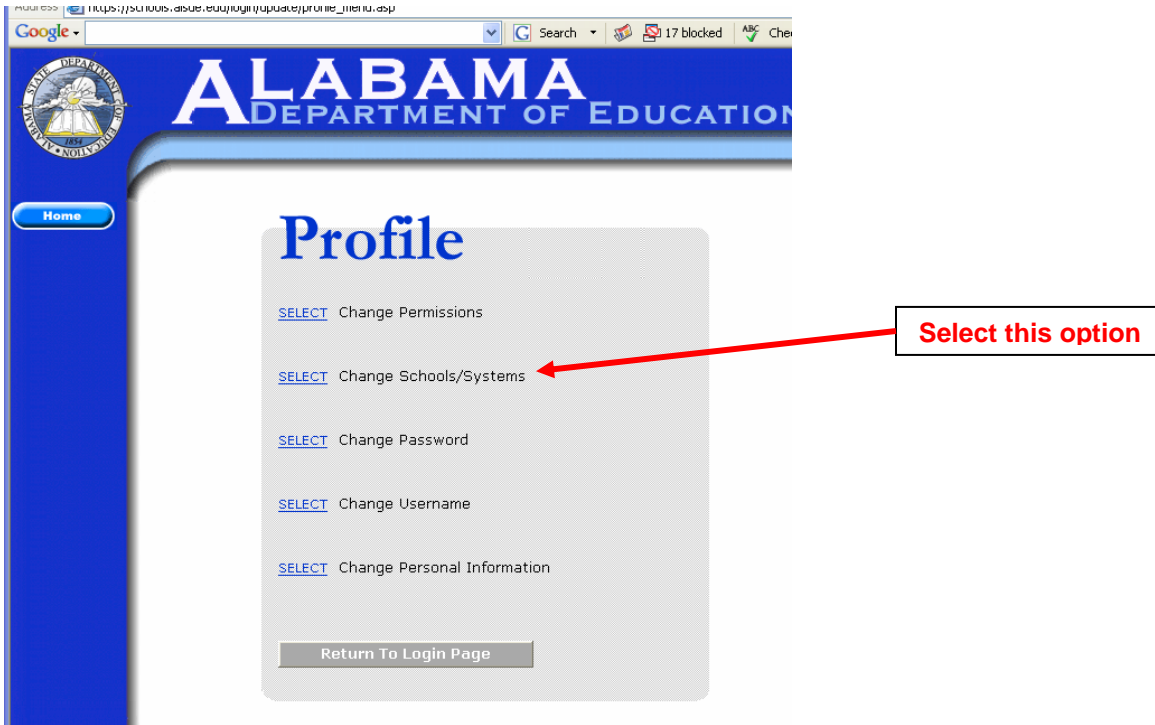
Data Collections (on-line)	Start Date
<b>Upcoming</b>	
<b>Current</b>	
Career Tech - Enrollment	1 February 2005
Career Tech - Follow Up	1 February 2005
Career Tech - Teacher Schedule	* Year Round *
Driver's Education - 3rd Party Cert.	* Year Round *
Facility - Capital Plan	* Year Round *
LEA Accounting	* Year Round *

You will be presented with a slightly different Login page. Login on this page.

This screenshot shows the same Alabama Department of Education login page, but the address bar indicates the URL is "https://schools.alsde.edu/login/editAcctLogin.asp". The layout is identical to the previous screenshot, showing the "Login" form and the "Data Collections" table.

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The next page will allow you to select options to modify your profile.



Now use the drop down list or the “Delete” links to add or remove schools.

