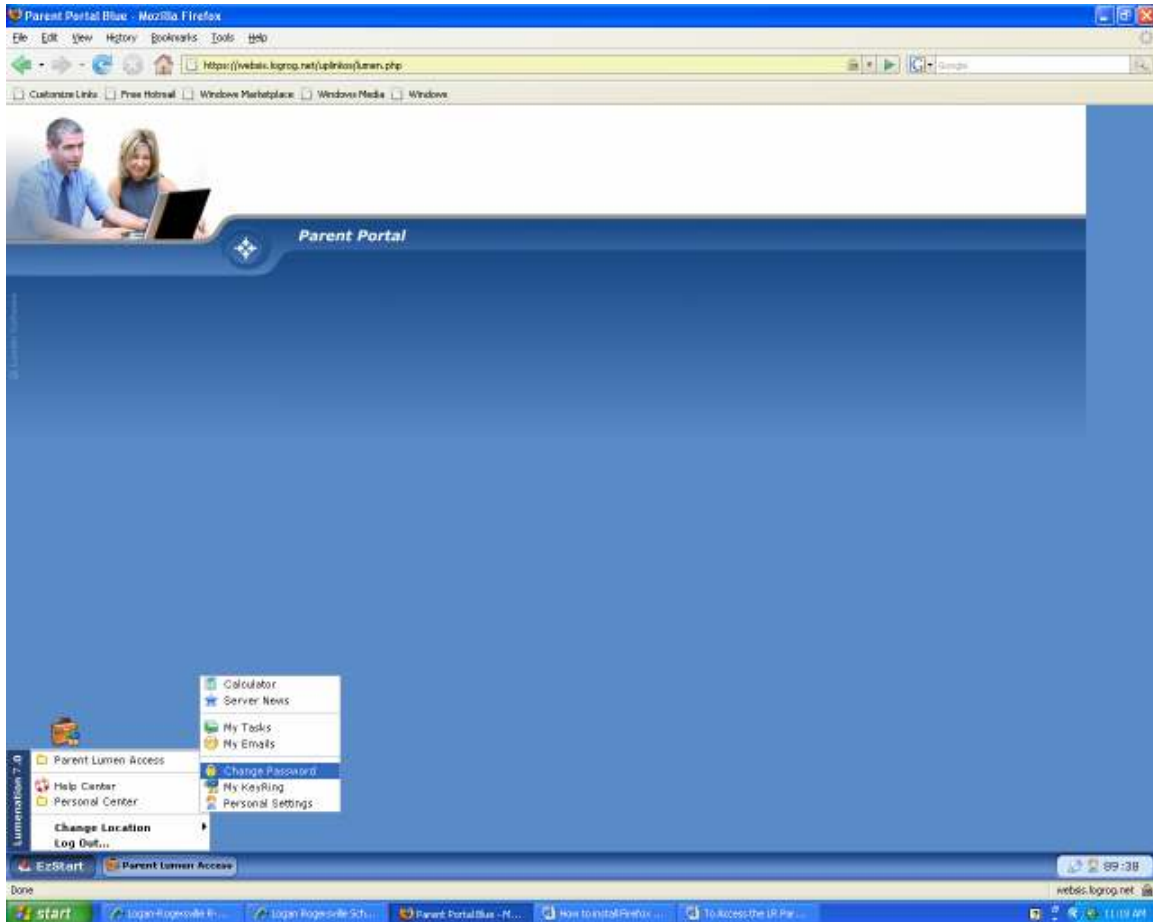


## To change Parent Portal User ID or Password in Lumen's WeBSIS

You can change your User ID or your password from the Blue Screen.



To modify your login Name or update personal info: select EzStart > Personal Center > Personal Settings and modify or update information and SAVE.

To modify your password: select EzStart > Personal Center > Change Password. Be sure to select “Save and Edit” to save your changes

Next time you log into the parent portal you should use the new settings.

NOTE: To exit the parent portal use EzStart > Log Out to end your session. You can then close the Firefox Internet Browser.