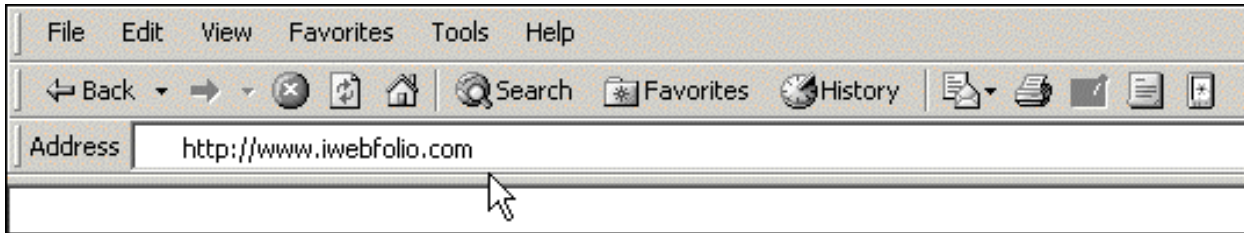
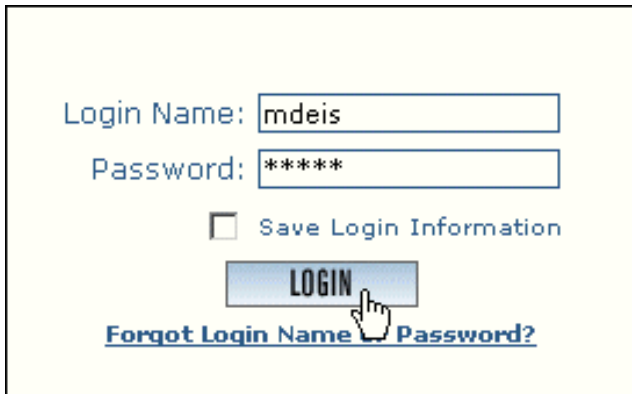


## Logging into iWebFolio

1. Open *Internet Explorer*. Enter [http://www.iwebfolio](http://www.iwebfolio.com) in the *Address* bar, and press the "Enter" key on your keyboard.

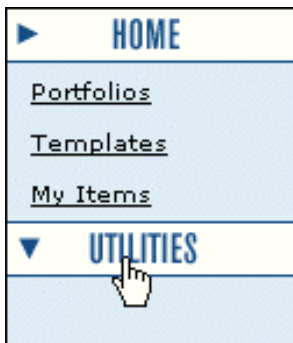


2. Enter your *Login Name* and *Password*. Click on the "Login" button.

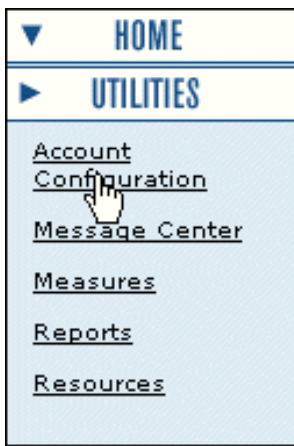
A screenshot of a login form. It features two input fields: "Login Name:" with the text "mdeis" and "Password:" with "\*\*\*\*\*". Below the fields is a checkbox labeled "Save Login Information" which is unchecked. A blue "LOGIN" button is centered below the checkbox, with a mouse cursor clicking on it. At the bottom, there is a blue hyperlink that reads "Forgot Login Name or Password?".

## Changing Your Password

1. Click on the "Utilities" hyperlink.



2. Click on the "Account Configuration" hyperlink.



3. Enter your *Current Password*. Click in the checkbox labeled "Change Password," and then enter and confirm your *New Password*.

**ACCOUNT CONFIGURATION**

GENERAL    **PREFERENCES**    PAYMENT    MY INSTITUTIONS

**Data on this page has changed. You must press the "save" button to save these changes.**

Use this tab to modify your current iWebfolio account information. Prior to making any changes, first confirm your current iWebfolio password for security purposes. To learn more about changing account information see Help.

**INFORMATION**

**Current Password\*:** \*\*\*\*\*

**Change Password**

**New Password:** \*\*\*\*\*

**Confirm Password:** \*\*\*\*\*

4. Scroll down to the bottom of the screen, and click on the "save" button.

