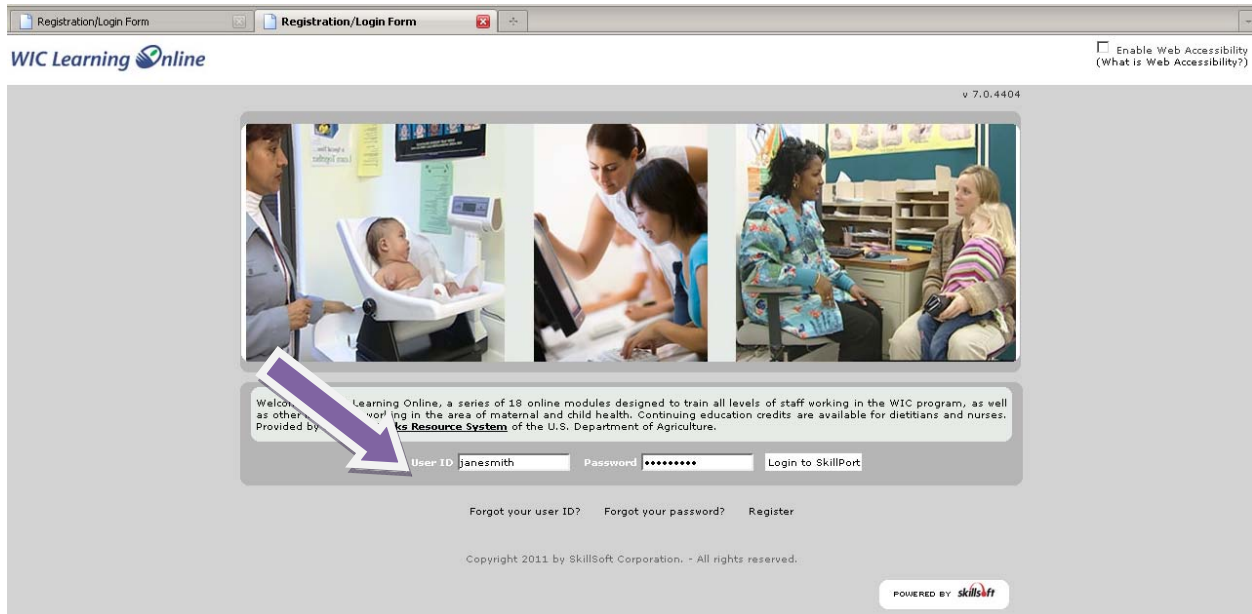
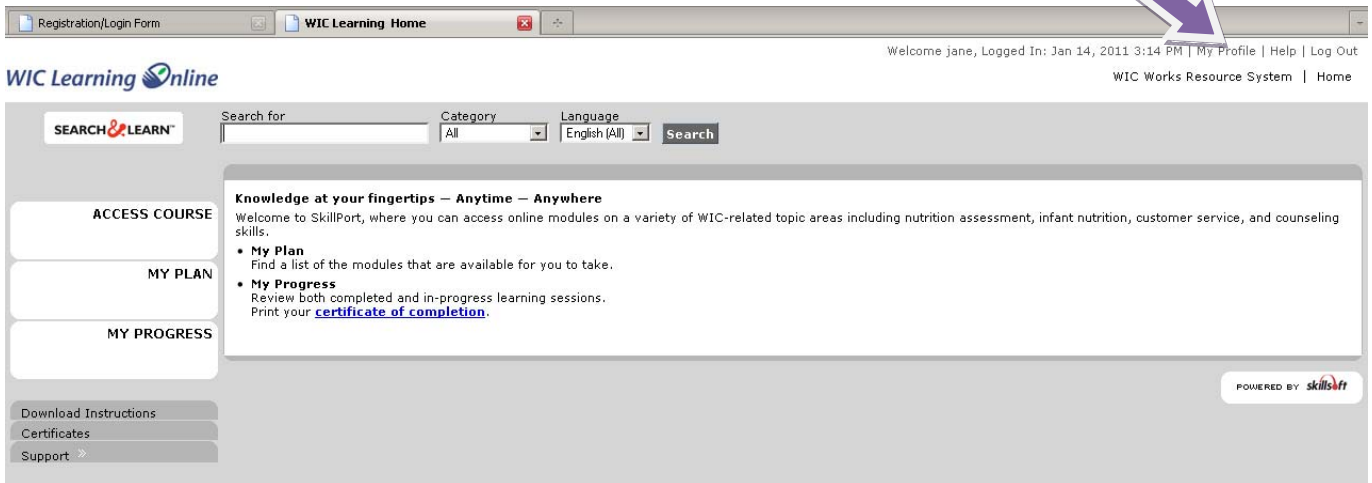


To Change Password:

1. Login in with current password at <http://wiclearning.skillport.com/skillportfe/login.action>



2. Select My Profile from the Top Right of Screen



3. Select Update Your User Profile

The screenshot shows the WIC Learning Online interface. At the top, there is a navigation bar with the WIC Learning logo and a user welcome message: "Welcome jane, Logged In: Jan 14, 2011 3:14 PM | My Profile | Help | Log Out". Below the navigation bar is a search area with a search box, a "Category" dropdown set to "All", and a "Language" dropdown set to "English (All)". A purple arrow points from the search area down to the "My Profile" section. In the "My Profile" section, the "Update Your User Profile" link is highlighted. Other links in this section include "Configure Language Settings". On the left side, there are navigation tabs for "ACCESS COURSE", "MY PLAN", and "MY PROGRESS". At the bottom left, there are links for "Download Instructions", "Certificates", and "Support". A "POWERED BY skillssoft" logo is visible in the bottom right corner.

4. Update any information that is needed and enter in a new password.

The screenshot shows the "Update Your User Profile" form. The form contains the following fields and options:

- First Name:** Text input field containing "jane".
- Last Name:** Text input field containing "smith".
- Email Address:** Text input field.
- What is your Agency Type:** Dropdown menu with "Other" selected.
- * How long have you worked for WIC:** Dropdown menu with "less than 1 year" selected.
- * How are you using this training:** Dropdown menu with "New Employee Training" selected.
- * What State Do You Work In:** Text input field containing "new jersey".
- Instructions:** A paragraph of text: "You can also edit the password that you use to access your account. Make the password easy for you to remember but hard for someone else to guess. For example, do not use anything about you that is commonly known or can be looked up. Password fields are case sensitive."
- Old Password:** Text input field.
- New Password:** Text input field.
- Verify Password:** Text input field.
- * Security Question:** Dropdown menu with "What is your mother's maiden name?" selected.
- * Answer to Security Question:** Text input field containing "XXXXXXXXXX".
- Buttons:** "Reset" and "Update Profile" buttons.