

UPDATE YOUR ACCOUNT PROFILE

It is important to update your contact information in the Elections eLearning Center if you have a change of email, address or telephone.

Note Changes in job title or jurisdiction must be made by the Bureau of Elections as these affect your login information. Please complete the [Election Accounts Request Form at this link](#) to submit these changes. This form is also available on the login page <https://mielections.csod.com>

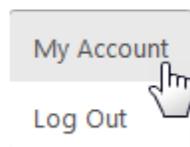
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VIEW YOUR ACCOUNT PROFILE

After you log in at <https://mielections.csod.com>, click the tools icon in the upper right hand corner of the Elections eLearning Center page.

Click on My Account



EDIT YOUR ACCOUNT PROFILE

On the Account page, you can change the following:

1. Signature Style
2. Address
3. Telephone Number

My Account



Jane Clerk
Alcona;Alcona;Township
Clerk

Contact Information

By clicking the Options Button, you can change:

4. Email Address
5. Password

Options ▼

4

Change Email Address

5

Change Password

Select Signature

1

Jane Clerk ▼

Address Line 1

2

5576 N.US 23

Address Line 2

City

Black River

State/Province

MI

Zip

48721

Country

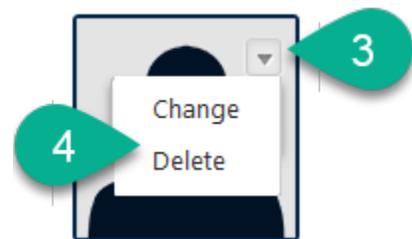
United States ▼

Phone

3

ADD OR CHANGE A PROFILE PICTURE

1. Point anywhere in the Image box on the Account page
2. The arrow for a drop down menu will appear
3. Click the arrow for the menu options to appear
4. Click Change or Delete
5. This will open the Upload Photo box where you can select a image from your computer
6. Adjust how it will appear in your profile
7. Click Save and return to the Account Page



Upload Photo



Browse and upload a profile photo below. Recommended size is 150 x 174 pixels. Use the cropping and focus tool to adjust the view of the photo once the upload is complete.

No file selected.

5

Photo:



ID Card View:



7

Save