CUSTOMER CHANGE PRIMARY EMAIL ADDRESS ON THEIR ACCOUNT



- 1. Open a Browser (Chrome or Internet Explorer) and go to: Region 10 Home Page
- 2. Click on WORKSHOP REGISTRATION

Region 10 E	SC ower of 10	alendar of <u>Events</u>			
	Home			Registration Cart: <u>0 i</u>	
QuickLinks	welcome to Professional Development Online Registration				
sign in	Search b	y Session ID or Keyword [submi	it	
Home			•	Uncoming Sessions	
Search Types			T .	Friday 6/8/2018	
Calendar of Sessions		Search f	or Training.	Review/Practice Test	
Conferences		Events or	Conferences	<u>Charter School Principa</u> Summit	

3. Click on the **SIGN IN** button.

Region 10 ESC Experience the Power of 1®				
Please log in with your Region 10 account.				
Password				
Sign in				
For password recovery assistance, please visit the Forgot Password page.				
If you do not have an account, please visit the New Account Registration page and register.				

- 4. Enter your **EMAIL ADDRESS** and **PASSWORD**.
- 5. Click on the **SIGN IN** button.



6. Click on the **MY ACCOUNT** link.

My Account	
* Primary Email:	
8glenn.browning@testr10.33.com	
Secondary Email:	
6glenn.cindy.browning1@att.net	
* Salutation:	
* Last Name: * First Name:	Middle Initial:
Browning1 Glenn1	S
* Home Address:	
400 E Spring Valley Rd1	
* Citv: * State:	* 7IP•
Richardson1 TN V	75081-1
* Home/Cellular Phone: * Work Phone: (489) 236-2581 (972) 348-1734 x1	
* Organization:	
* Site:	
FARMERSVILLE ISD	
(Select Other Organizations if you do not know your District.)	
* School: ADMINISTRATION (Select Other Organizations if you do not know your Campus)	
* Position: TEA Personnel	
Special Accommodations:	
Edit Record	

7. Click on the **EDIT RECORD** button.

Region 10 ES	SC
Username (Primary Email)	6glenn.browning@testr10.33mail.com ⑦ Change Username
Optional Secondary Email	6glenn.cindy.browning1@att.net
* Salutation	Mr. ~ ?

8. Click on the **CHANGE USERNAME** link.

Change your username				
Current Username				
6glenn.browning@testr10.33.com				
New Username ?				
transcript history before changing my email. (Otherwise your course history at Region 10 prior to 4/15/18 may be lost)				
Change Username				
Cancel				
You will be changing you username(primary email address). Your new username must be unique.				

- 9. Enter the New Email Address in the **NEW USERNAME** field.
- 10. Click on the **CHECKBOX**.
- 11. Click on the **CHANGE USERNAME** button.



12. Click on the **OK** button.

YOUR USERNAME HAS BEEN CHANGED

A message will appear for a few seconds at the top right confirming the change.