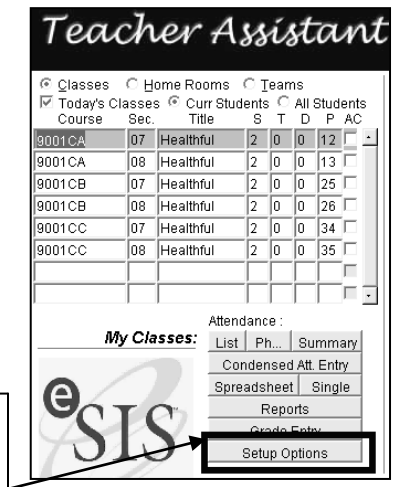


Changing User Password in the Teacher Assistant Module (TAM)

1. Open the Firefox Internet Browser & go to _____ (esis.ncwise.org).
 Log in with your username and password and the database.

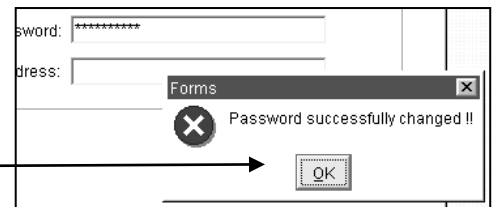
2. On the TAM Start screen, click the **Setup Options** button.
3. The **Setup Options** window opens.
4. Click the **Preferences** button.
5. In the **My Preferences** region, click the **Edit User Profile** button.



6. The Oracle Change Password screen opens.
7. Click the **Enter Your Old Password** field and enter your old password.
8. Click the **Enter Your New Password** field and enter your **NEW** password.
9. Click the **Verify Your New Password** field and enter your **NEW** password again.
10. Click the **Save** button.



11. A Forms window opens, **Password successfully changed!!**, click the **OK** button.
12. The screen will refresh and return to the **Preferences** screen.



13. Click the **DOOR (Exit)** button on the **Preferences** screen.
14. Click the **OK** button on the Setup Options window.
15. **Exit** the TAM using the **DOOR (Exit)** button.
16. Login to TAM using the **NEW** password. **VERY IMPORTANT STEP!!!!**