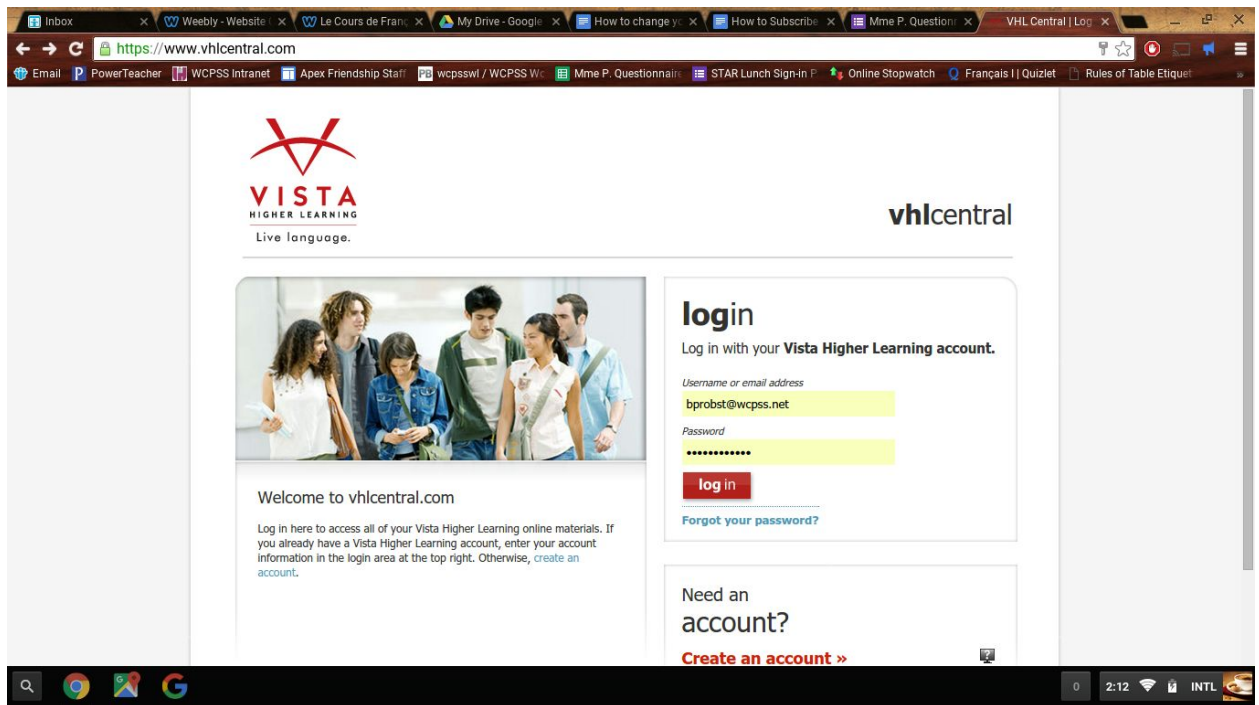
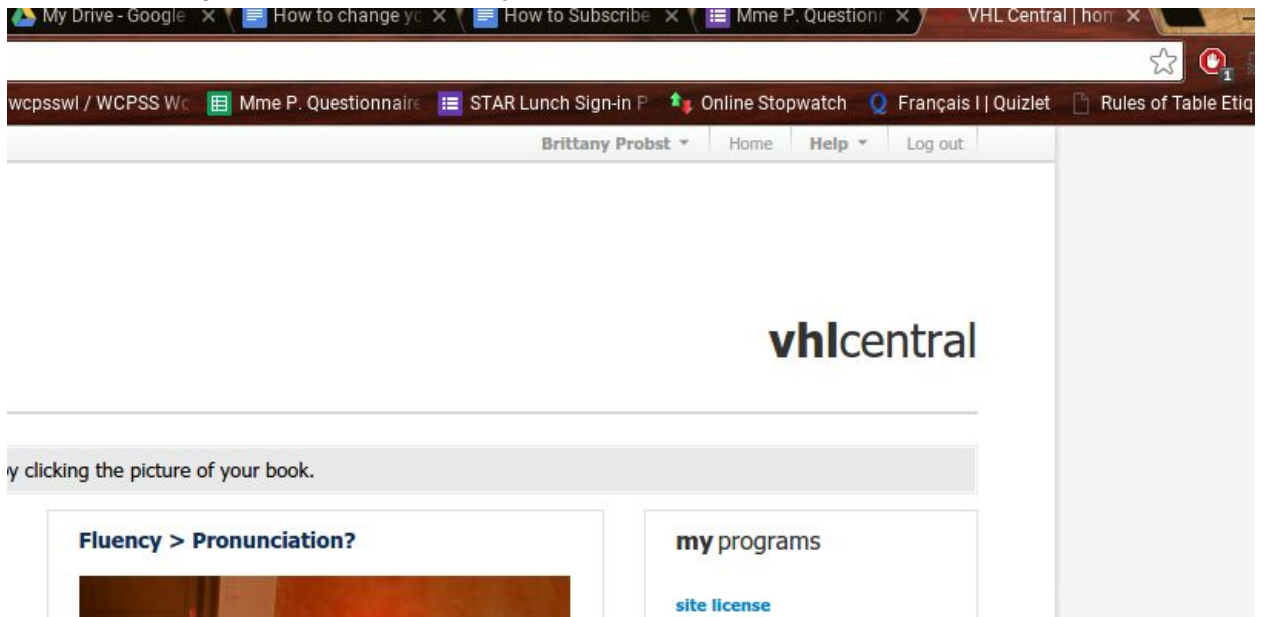


## How to change your account settings on VHL Central

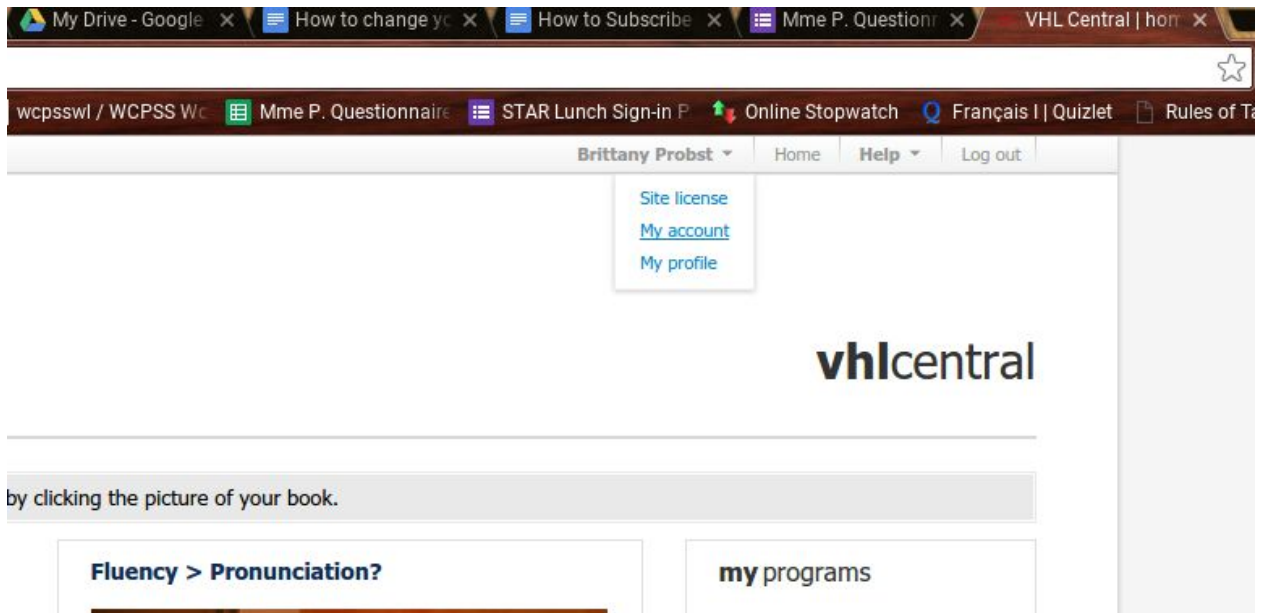
1. Log in to VHLCentral.com.



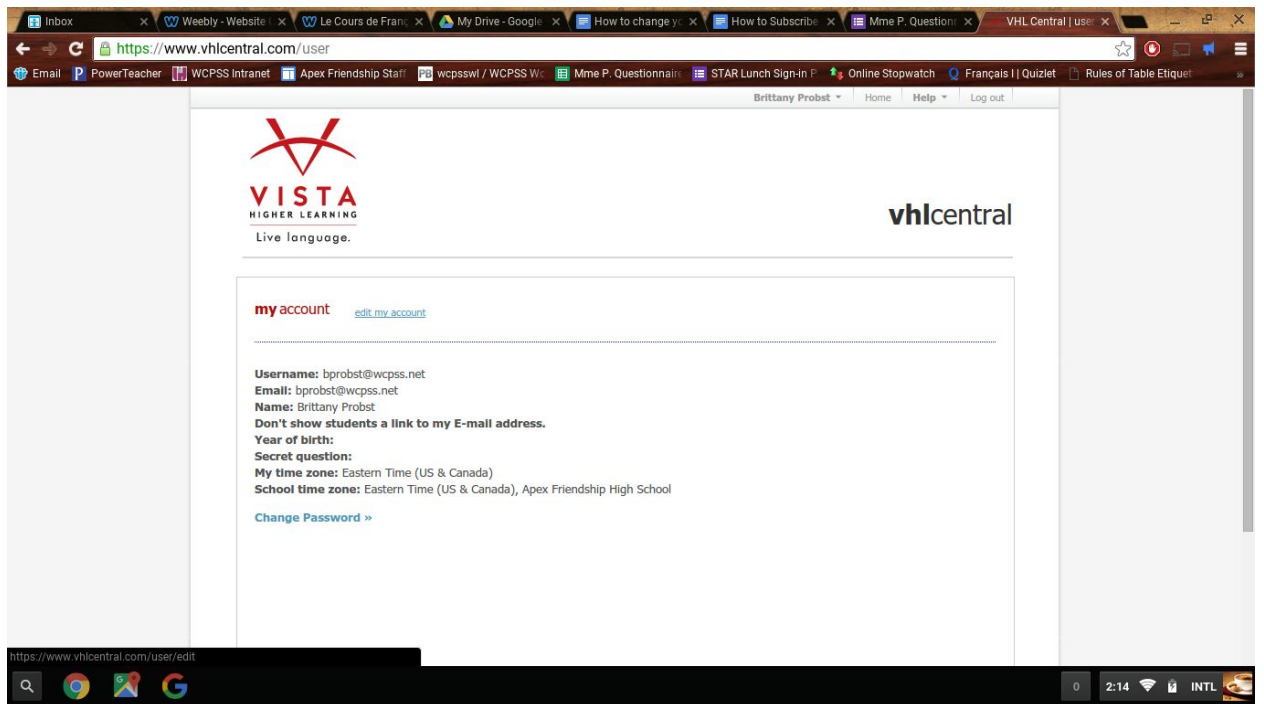
2. Go to the top-right corner and click on your name.



3. Select "My Account" from the drop-down menu.



4. Select "edit my account."



5. Make sure that your information is as follows:

USERNAME: student number

EMAIL: Wake County email

FIRST NAME: your actual name

LAST NAME: your actual name

The screenshot shows a web browser window with the URL <https://www.vhlcentral.com/user/edit>. The page features the VISTA Higher Learning logo and the text "Live language." and "vhlcentral". The main content area is titled "edit account" and contains the following fields:

- Name: Brittany Probst
- Username:
- Email:
- ☐ Show students a link to my E-mail address.
- First name:
- Last name:
- Year of birth:

The browser's taskbar at the bottom shows the time as 2:17 and the language as INTL.

6. Click "submit."

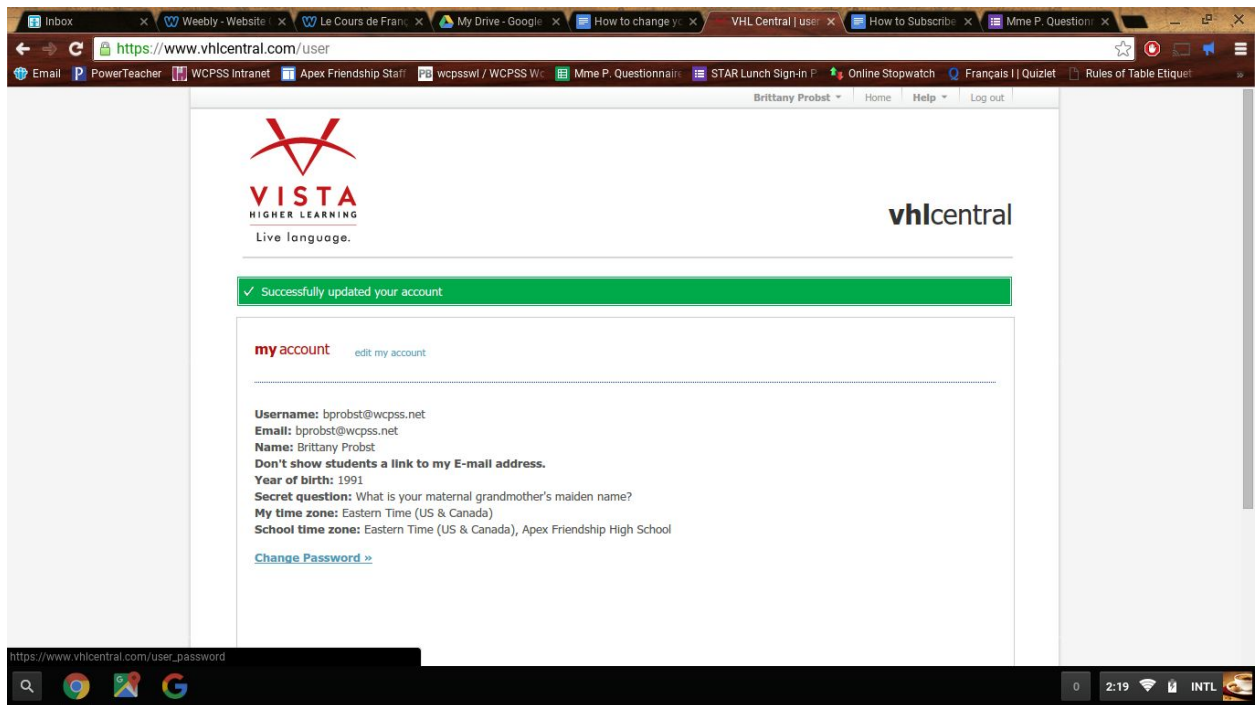
The screenshot shows the bottom section of the "edit account" page. The fields include:

- Year of birth:
- Secret question:
- Secret answer:
- My time zone:

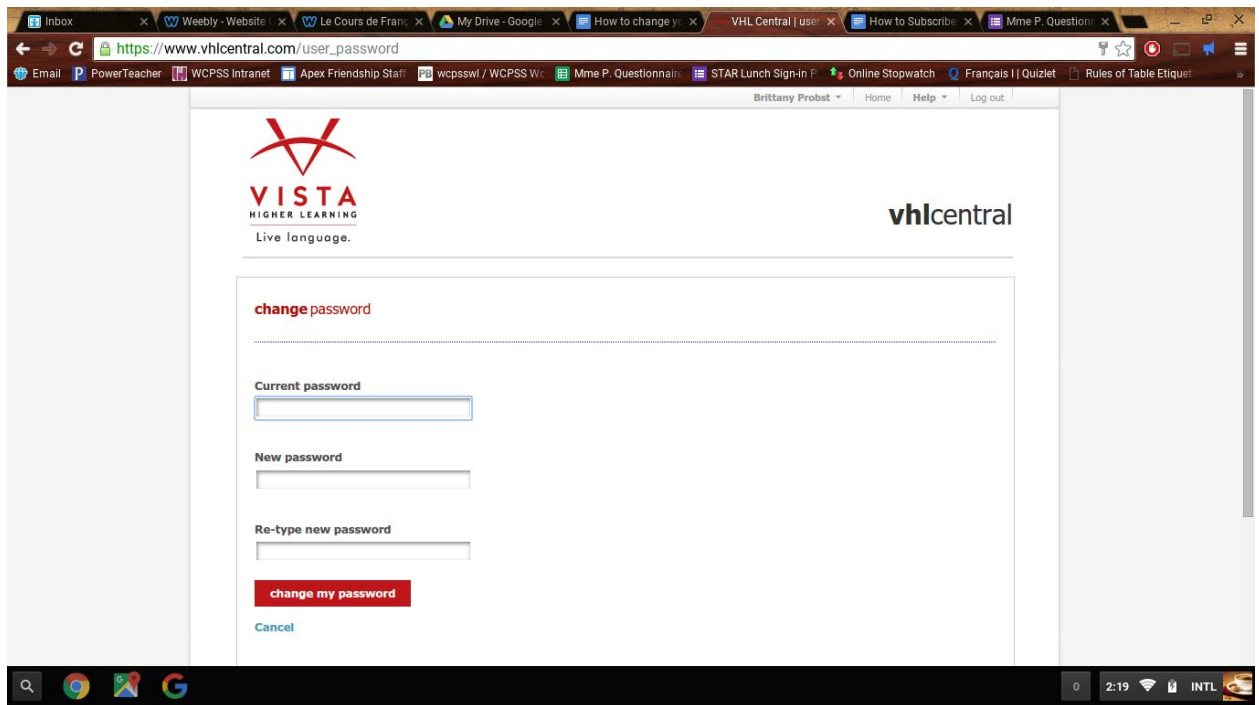
Below these fields is the "Email Preferences" section, which states: "Vista Higher Learning respects your privacy. What type of email would you like to receive from us?". There are two links: "Set your email subscription preferences" and a red "submit" button. A "Cancel" link is also present.

The footer of the page includes the text "Waiting for extension AdBlock..." and "or Submit help request". The copyright notice is "© 2016 VISTA Higher Learning, Inc. | Store | terms of use | privacy policy". The browser's taskbar at the bottom shows the time as 2:17 and the language as INTL.

7. Under your information, select “Change Password>>.”



8. Change your password to your student number, then click “change my password.”



9. You have successfully updated your information when you see this screen:

