



Updating Your Profile Information in the Learning Portal

Thank you for choosing to take a CPST Continuing Education Unit (CPST CEU) webinar course, delivered via the **Child Passenger Safety Learning Portal**. This document will walk you through updating your profile in the system. If you have questions regarding creating and account or other aspect of the LMS, please utilize other job aids [here](#).

Updating Your Profile

- Login to carseateducation.org using your existing credentials.

Login with your registered email address and password

Your email

Password

Remember me [Forgot your password?](#)

Login

OR

+ Create an account

- Once you login, you will be directed to your **Dashboard**.
- Select the **down arrow** beside your name.

Welcome back, [Profile Picture]

0/2 Not Started

0/2 In Progress

2/2 Completed

7h 6m 53s Time spent learning

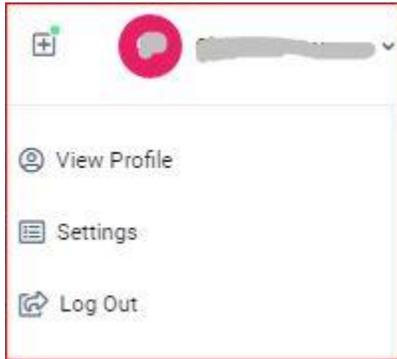
Recent Courses

Go to My Courses

- The down arrow will display the following options. Select **View Profile**.

Child Passenger Safety Learning Portal

How-To Guide-Updating a Profile Information in the Learning Portal



- Your profile will display.
- Make desired changes and click **Update User**.

General Information About Address Change Password

Course Statistics

- Not Started : 0
- In Progress : 0
- Completed : 2

Total : 2

* First Name

Last Name

* Email

Enable 2 factor authentication

If yes, students will not be able to log in until they provide 2 factor authentication security code