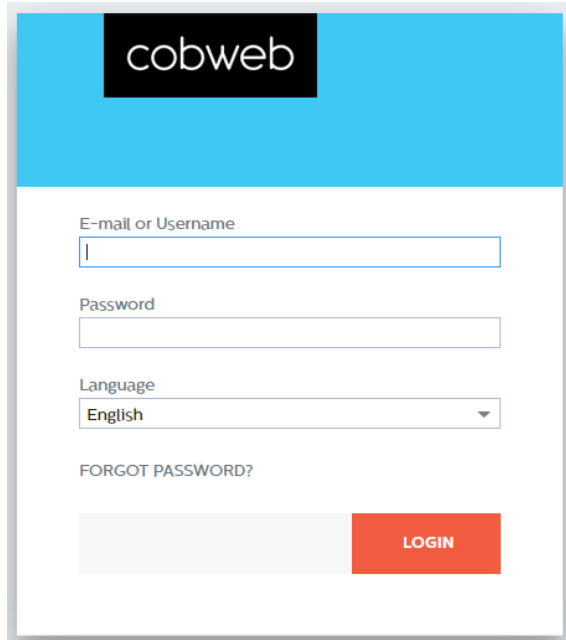
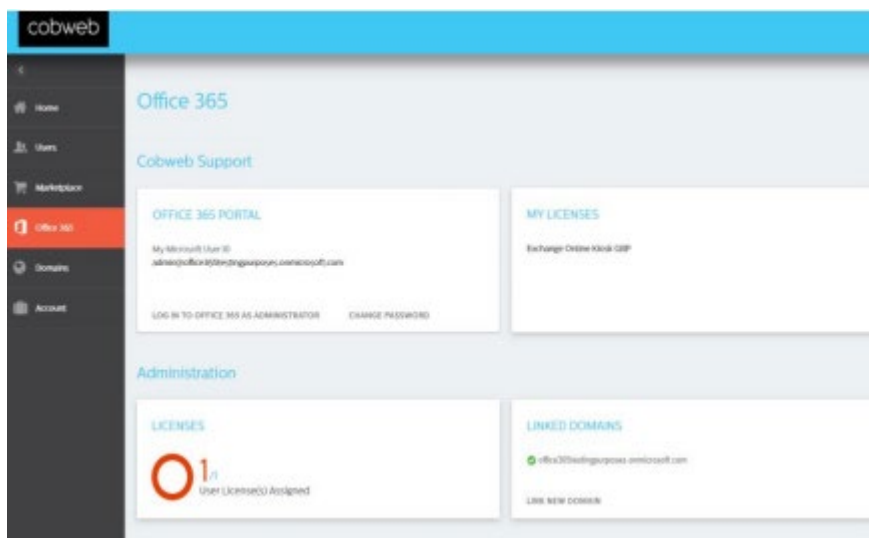


To begin using Cobweb CORE, please see the following steps:

1. Open a web browser and navigate to <https://core.cobweb.com> – sign in using your Cobweb CORE credentials.

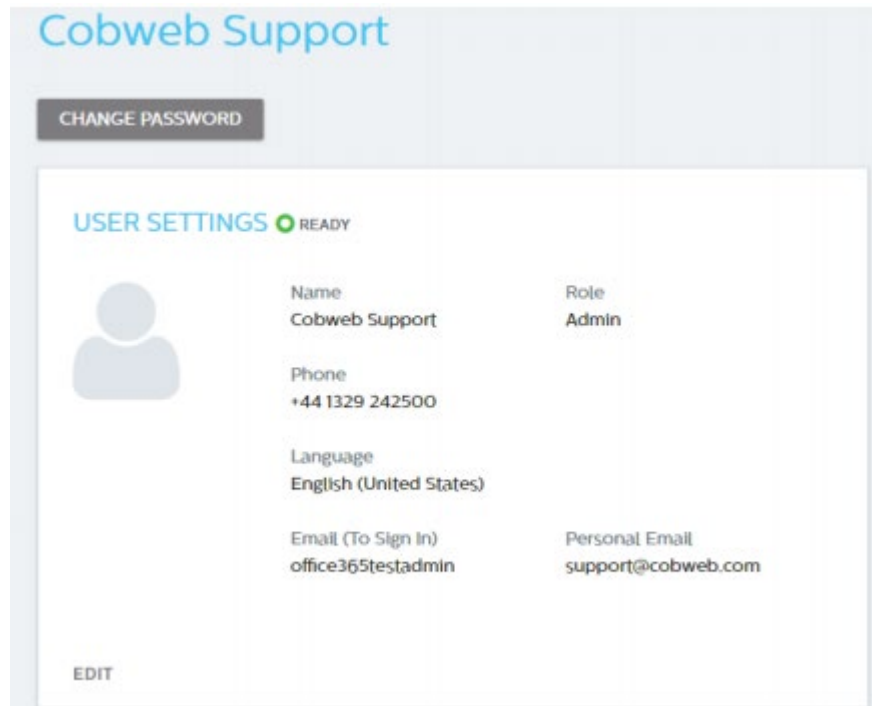


2. If this is the first time you have logged in, you may be asked to change your password. Simply enter a password of your choice, ensuring that:
  - The password is longer than 8 characters
  - Your password contains a mixture of letters (uppercase and lowercase) digits and punctuation.
3. Once logged in, you will land on the Cobweb CORE homepage.



# Getting started with Cobweb CORE

4. To edit your profile, simply click on your login name in the top right corner and click **My Profile**.
5. Here you will see your **User** settings. If you need to edit any of the information, simply click **Edit** under **User Settings**.



This will give you the ability to change your name, upload a photo, change your preferred language, phone number, and personal email address details.