

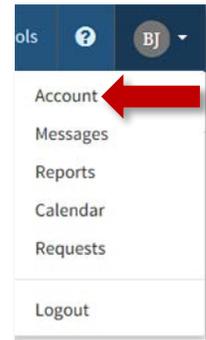
Change your Manager in iLearn

NOTE: These instructions are for Partners or Providers *only*.

Have you left or changed jobs? Or have a new manager or contact information? Please follow these instructions to update your iLearn account.

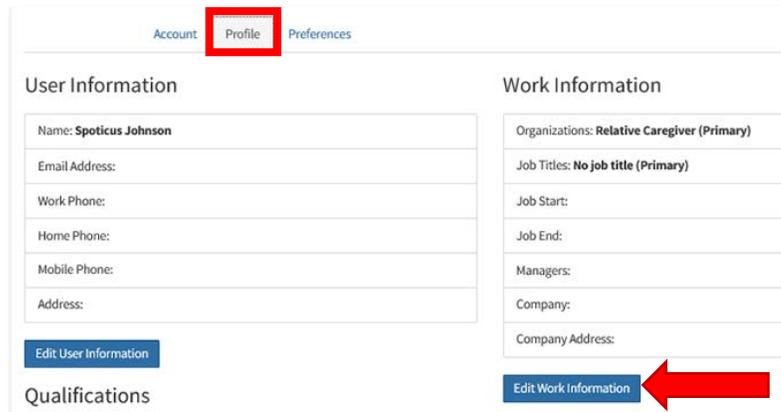
Open Your Account Page

1. Follow this link to access iLearn <https://ilearn.oregon.gov> and log in.
2. On your homepage, click the arrow by your initials. In the dropdown menu, click **Account**.



To change your manager:

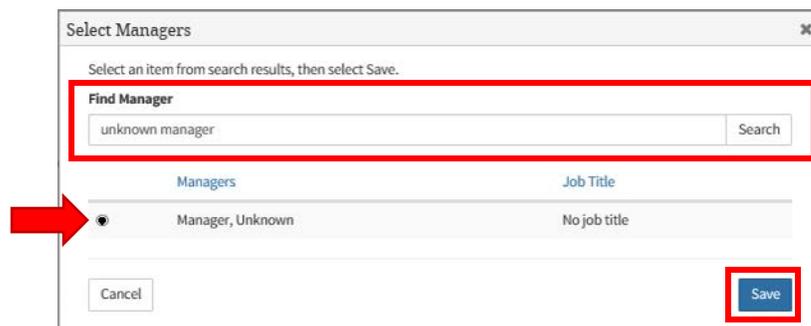
1. Click the **Profile** tab, then click **Edit Work Information**.



2. Click **Select Manager**.



3. Search for the manager's name. A list will appear. Select the circle by the name. Or, if you're leaving a job, search for *Unknown Manager* and select it, as shown.



4. Click **Save**.