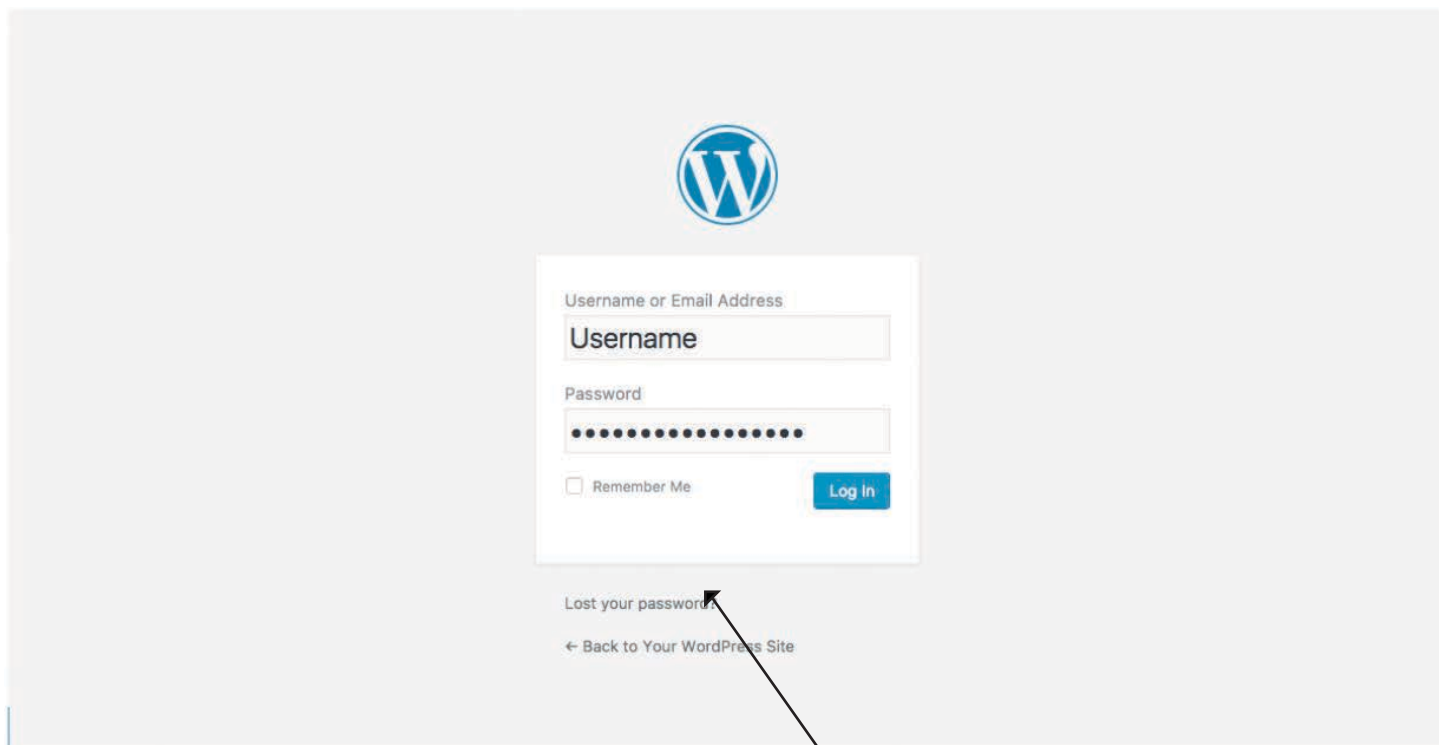


Login

Before you can make any changes to your site, you will need to log in.



You can login to your Dashboard using either your **Username** or your **email address** associated with your account.

Password

If you've forgotten your password, click "**Lost your password**" and the system will email you another.

The login for your department site is **one of the following** URL domains, choose the appropriate one.

- Faculty of Science - <https://www.sci.umanitoba.ca/wp-admin>
- Department of Chemistry - <https://www.sci.umanitoba.ca/chemistry/wp-admin/>
- Department of Computer Science - <https://www.sci.umanitoba.ca/cs/wp-admin/>
- Department of Statistics - <https://www.sci.umanitoba.ca/statistics/wp-admin/>
- Department of Biological Sciences - <https://www.sci.umanitoba.ca/biological-sciences/wp-admin/>
- Department of Microbiology - <https://www.sci.umanitoba.ca/micro/wp-admin/>
- Department of Physics and Astronomy - <https://www.sci.umanitoba.ca/physics-astronomy/wp-admin/>
- Department of Mathematics - <https://www.sci.umanitoba.ca/mathematics/wp-admin/>
- Science Coop - <https://www.sci.umanitoba.ca/co-op/wp-admin/>

Faculty Profile Updates

Faculty, Instructors, Post-docs, Grad Students can update their own profiles.
Once they have been set up as users.

Follow the Login steps listed on page 1, except click “Lost Password”.

The system will email you a request to change your password. Change your password and update your information as follows.

Once logged in you will see the User profile tabs. Edit/add information. Click the “Update Profile” button at bottom of page when done.

The screenshot shows a web browser window with the address bar displaying "My Sites Department of Biological Sciences". The page title is "Profile". There are several notification banners at the top: "WordPress 5.2.3 is available! Please update now.", "Please complete your Redirection setup to activate the plugin.", and "Please configure your Google Analytics settings!". Below these are navigation tabs: "General", "Contact", "Bio", "Curriculum Vitae", "Select Publications", and "Links". The "User Profile Image" section shows a photo of a woman. A blue callout box titled "User Profile Tabs" points to the tabs and contains the text: "Click on the different tabs to edit/add information." Below the photo are various form fields: "Display Email", "Position Title" (with the value "Communications & Promotions"), "Research Themes", "Education", "Office Room Number" (with the value "233 Machray Hall"), "Office Phone Number" (with the value "204-474-8790"), "Fax Number", "Home Institution", "Supervisor (optional)", and "Research Area (optional)". At the bottom left, there is a "Redirect" section with a text input field and a small icon. A blue "Update Profile" button is located at the bottom left of the form area.

 Update

Click "Update Profile" when done.