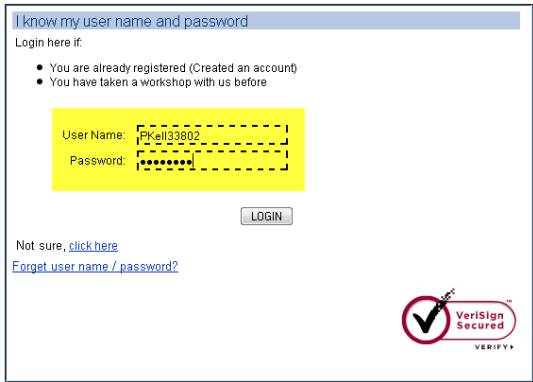


TOPIC	TASK
A. Logging In	• Logging In With User Name and Password

Once you know your User Name and Password, you will be able to login.

<p>Go to http://pd.nycoit.org</p> <p>Once you are at the login screen look at the big box on the left side of the page. Within this box are two entry boxes for your user name and password. Enter your user name and password into their corresponding boxes.</p> <p>Click LOGIN.</p>	
<p>If this is your first time logging in you will be directed to a screen asking you to complete your user registration. Select the appropriate data from each drop down list by clicking on the inverted triangle at the right of each field. Be sure to select data in the order displayed as each choice will affect the options available in the next field.</p> <p>When complete, click Finish Registration.</p>	