



# Learner

## Changing password

Version: 3.0  
Valid from: September 2009

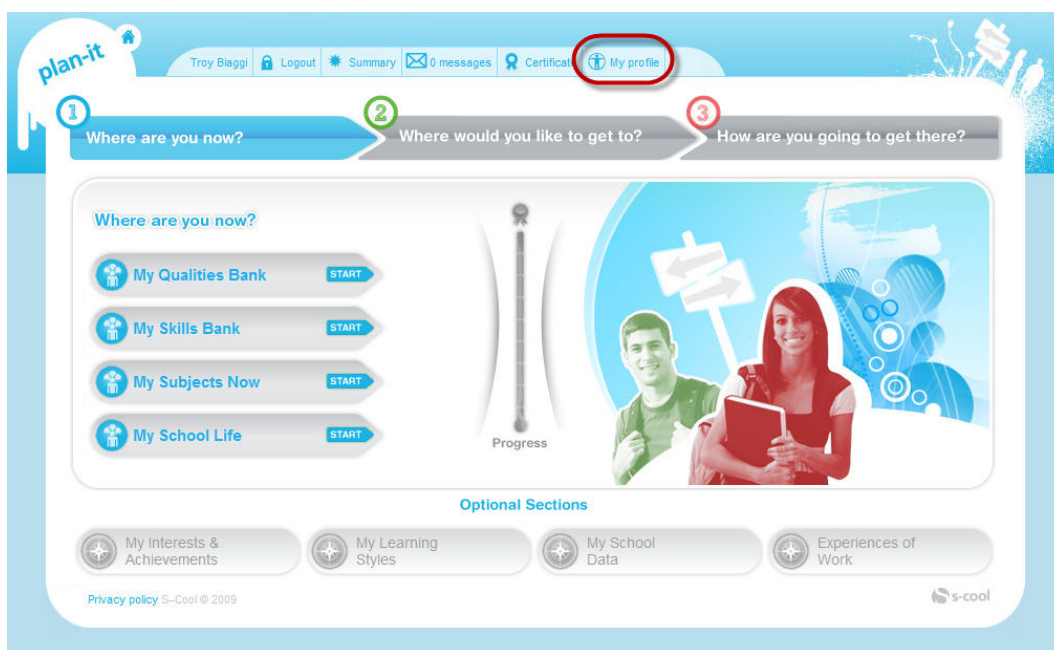
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# 1.0 How a learner can change their password



## 1.1 Plan-it home page

From the Plan-it home page a learner can change his or her password and add additional information by clicking **'My profile'**.



## 1.2 Learner profile

Learners can change their password and add in additional information.

They can add their e-mail address and mobile number into their profile, although these are not required.

Once completed, click **'OK'** to save.

Alternatively, click **'Back, No Action'** if they do not want to amend their profile.