



# ASSESSMENT COORDINATOR

## How to Login



### 1. LOGIN

- Go to the website
  - [admin.betterimpact.com](http://admin.betterimpact.com)
- and login with your username and password. Please note that the password is case-sensitive.
- Username: **This was sent to your club directly**
- Password: **This was sent to your club directly**

### 2. CHANGE YOUR PASSWORD

- If this is your first time logging on, you'll now need to enter (and confirm) a new password. Passwords must be at least eight characters in length, containing at least one uppercase and one lowercase character and at least one number.
- If you want to change your password again at a later date, go to MAIN >> EDIT MY PROFILE and click on the "CONTACT" tab under "MAIN". Click "**Change Password**", type in the new password and confirm it, then click the "Change Password" button.

### 3. ABOUT YOUR USERNAME AND NAME

- Please do NOT change your username or the first/last name associated with your profile.