

Changing Personal Account Information on a Mobile Device

Personal account information can be updated in Eleyo at any time. If someone who is not the enrolling adult registers, the owner information can be updated to the enrolling adult information allowing the account to continue to be used.

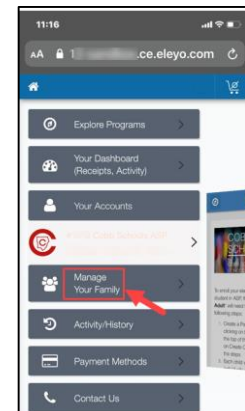
Step #1:

- On your mobile device, open an internet browser
- In the browser, enter the URL: <https://cobbk12.ce.eleyo.com>
- On the blue screen presented, click the **small compass icon** at the top left of the screen (just below the small house icon)



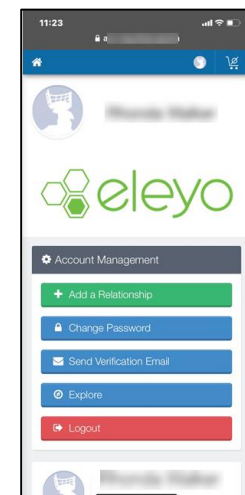
Step #2:

- On the screen displayed, click the gray box that says “Manage Your Family”



Step #3:

- Now on the screen presented, scroll Down to the person whose information needs to be updated

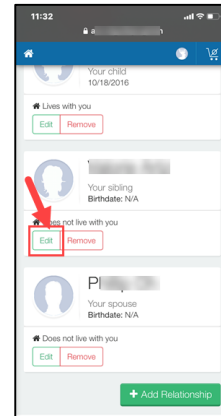


If you have any questions, please contact your school's ASP Director

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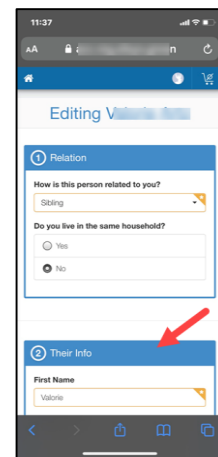
Step #4:

- Click the **green** Edit button of the person to be updated



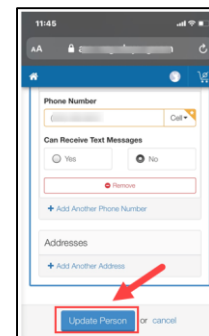
Step #5:

- You are now on the Editing screen of the person chosen
- You may update any information that is shown on the screen



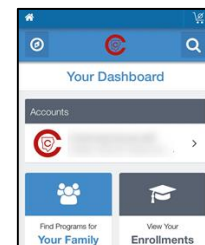
Step #6:

- Scroll to the bottom of the screen and click the **blue** Update Person button



Step #7:

- The system will return to your Eleyo account dashboard



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