To add a new employee:

- 1. Login to Euclid's website.
- 2. Hover over the "Support" tab on the toolbar along the top of the website and select the "My Home Page" button.

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ublic Profile	Education and Work Experience	View/Edit Employees	Update Pa	Web Documentation Project GDPR Resources	2 3	

3. Select "View Full Profile" in the Profile Summary box.



4. Click on the "View/Edit Employees" tab.

Basic Profile Info	Interests and Prefe	Public Profile	Public Profile Education and Work Experience View/Edit Employees Upr		odate Password	
Last Name	First Name	Job Title		Email	Update	
Anderson	Mark	Director of Web Service	is Group	manderson@euclidtechnology.com	Update	
Antonoff	Dan	Vice President		dantonoff@euclidtechnology.com	Update	
Antonoff	William			bschein@euclidtechnology.com	Update	
Barnett.	Emma	Technical Trainer		ebarnetheeuclidtechnology.com	Update	
Basu	Maria	Support Analyst		mbasu@euclidtechnology.com	Update	
Calder	Valerie	VP, Client Services		valider@euclidtechnology.com	Update	

5. Click on the "Add new employee button" at the bottom of the employee list to add a new user/employee.

Sortweil	Michael	Digital Marketing Director	msortwell@euclidtechnology.com	Update		
Tester	Euclid		charlie@memberconnection.com	Update		
Vinal	Clare	Auto set at 10:49:44	cvinal@gmail.com	Update		
Vinal	Emma	Future President		Update		
Vinal	Charile	President and CEO	cvinal@euclidtechnology.com	Update		
Vinal	Susan	Vice President of Operations	svinal@euclidtechnology.com	Update		
Add new employee						