## **University of Rochester --- CHEMATIX Instructions**

## **Updating your Contact Information**

<u>Reminder:</u> Do not use your browser back button. Instead use the navigation buttons in CHEMATIX. If you accidentally use your browser back button, you'll be kicked out of CHEMATIX and you'll have to start over by logging in again. Other CHEMATIX Tips and Tricks such as **NEVER DOUBLE CLICK** can be found on the CHEMATIX Tips and Trick page.

- 1. Log into Chematix
- 2. Click once on the **Resources** tab at the top of the page.
- 3. Under Resource Management, you can either click on Edit My Personal Information OR My Contact Information to update your information.