

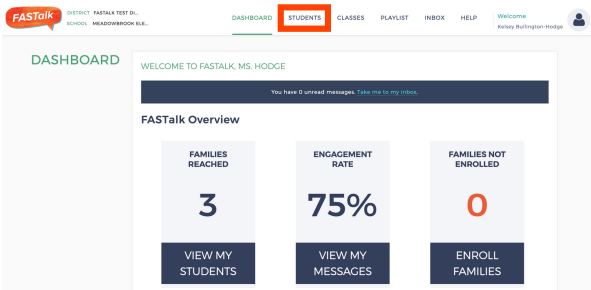
# HOW-TO EDIT STUDENT OR CAREGIVER INFORMATION ON WWW.FASTALK.ORG



## STEP 1

Enter your school email and FASTalk password on [www.fastalk.org](http://www.fastalk.org).

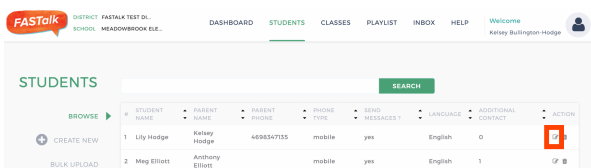
Then, click LOG IN to access your FASTalk teacher account.



## STEP 2

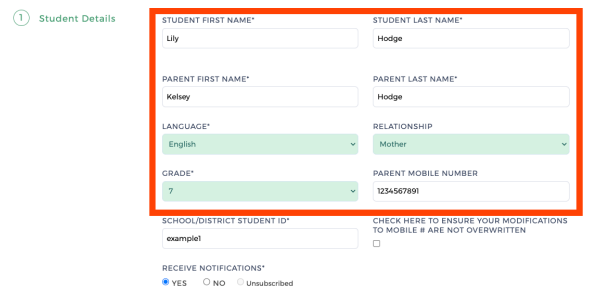
On your Dashboard, click STUDENTS to open your roster.

*If your district shared roster information with the FASTalk team, your students and their details are pre-loaded with information from your school's student information system.*



## STEP 3

Click on the EDIT icon across from the name of the student whose information you wish to update.

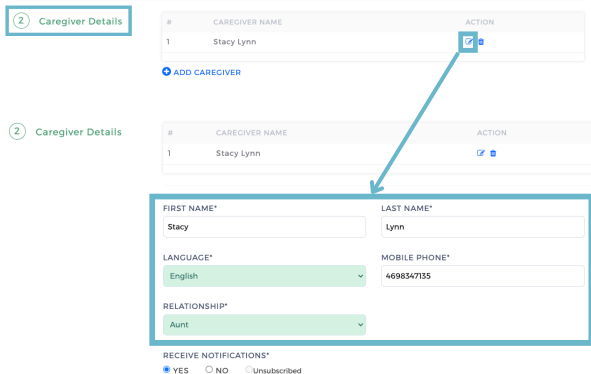


## STEP 4

You can make changes in the student and caregiver fields under Student Details.

You can update:

- student & parent names
- parent mobile number
- caregiver relationship
- language in which the caregiver receives FASTalk texts



*To update the information of an additional caregiver, scroll down to Caregiver Details and click on the EDIT icon across from the caregiver's name.*

*Make updates to the caregiver's details as needed.*



## STEP 5

Scroll down and click SUBMIT to save your changes to student and caregiver information.