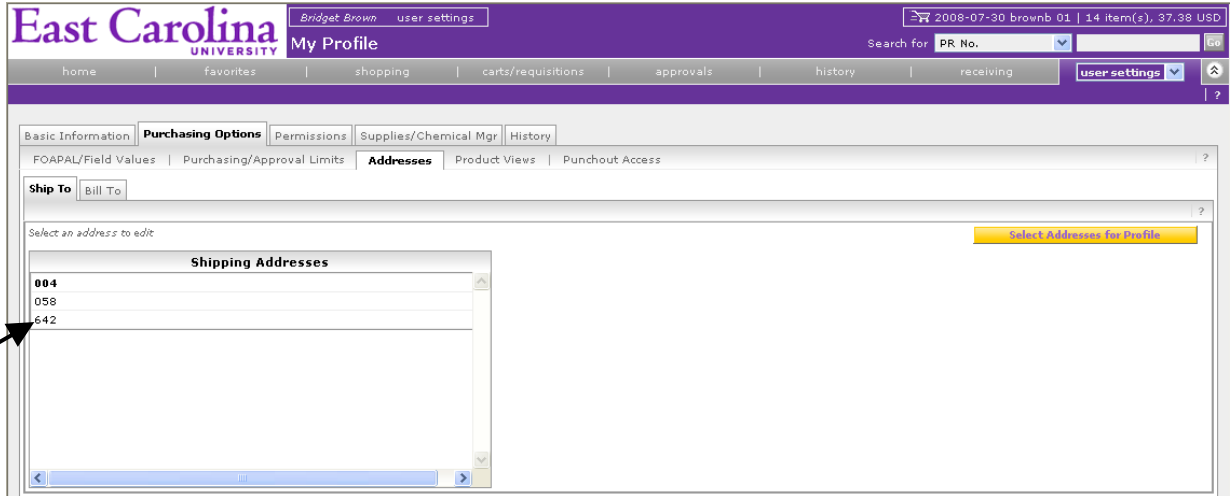
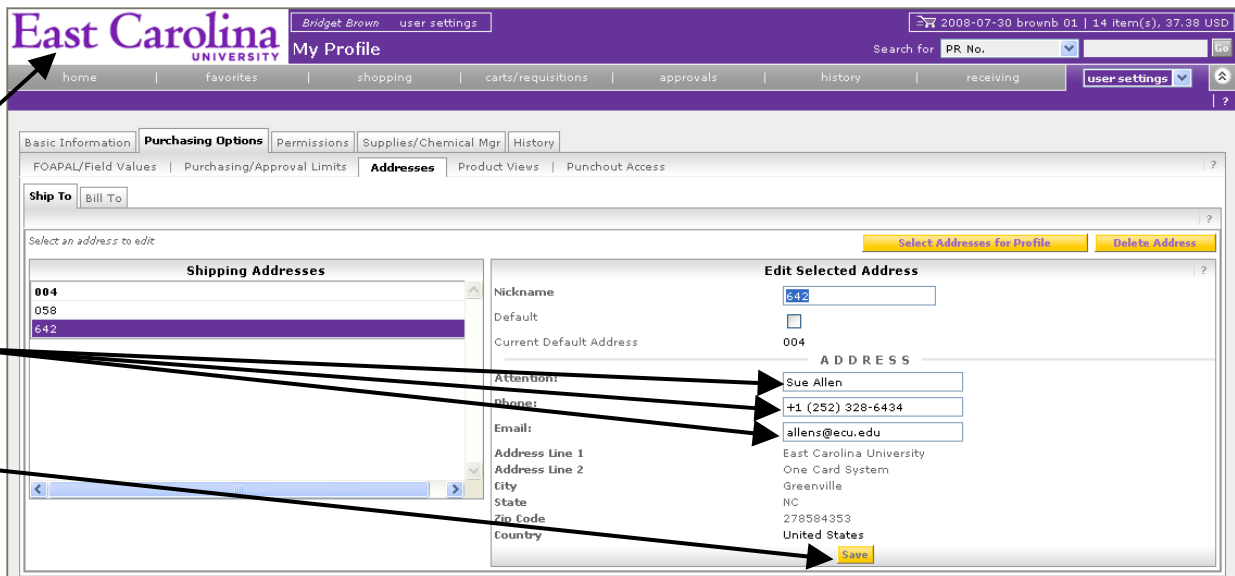


SHIP CODE – CONTACT INFORMATION EDITS

Last Updated on: 7/30/2008



1. Click on the ship code in your profile.



2. Here's where you can change the **Contact Name**, **Phone #**, or **Email Address** for the ship code. **Note:** The phone # must be entered in the following format: **+1 (123) 123-1234**.
3. Click the **Save** button to keep the changes.
4. This completes the steps for this procedure. Click on the **East Carolina University** icon to return to the home page.