

Adding or Editing a Website Address in Your Program Online Profile Programs participating in Maryland EXCELS may add a website address to a program online profile. A program's website address will appear in the Maryland EXCELS Find a Program Directory, along with the program's licensed name and contact information. Only the Lead Contact has access to adding or editing a website address.



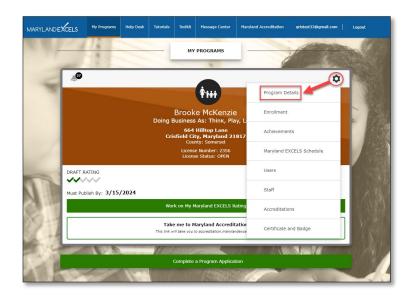
Access the Maryland EXCELS system at excels.marylandexcels.org and log in using the email address and password created during account setup.

If you have misplaced or forgotten your password, select Update/forgot my password.

MARILANDEXELS ACCREDITATION						
Welcome to Maryland EXCELS / Maryland Accreditation Select to determine if your program is eligible to participate.						
Existing User Login	Create User Account					
Username (Email Address)	Log in with social media					
Password	f Connect with Facebook					
Log in	G+ Connect with Google					
Update/forgot my password Need Help?						



From your program card, select the **Program Menu ()** icon, then **Program Details** from the list of options.





Select Edit my program details.

	My Programs	Help Desk	Tutorials	Toolkit	Message Center	Maryland Accreditation	qristest33@gmail.com Logout
Think, Play, Learn (Brook License Number: 2356	ke McKenzie)						Coordinator: Jane Coordinator Published rating
Program Deta Edit my program details Business	ails		•				Work on My Maryland EXCELS Rating
Doing Business As:	Think, Pla	y, Learn					
License Number:	2356						
Program Photo:	No image	chosen					
Capacity:							
Vacancy:							
Lead Contact:	Brooke Mo	Kenzie					



In the **Website** field, enter the website address as you want it to appear in the Maryland EXCELS <u>Find a Program</u> directory.

Tip: After adding your website address to the **Program Details**, ensure that it is typed correctly and links successfully to your website

Edit my Progr	Work on My Maryland EXCELS Rating	
Business		
Doing Business As:	Think, Play, Learn	
License Number:	2356	
Program Photo:	PROCERM PHOTO Current Image: No Image currently used. Berhagram Photo Maximum Hie scer: SOMB	
Capacity:		
Vacancy:		
Lead Contact:	Brooke McKenzie	
Contact informat		
Website:	410-999-9999	
website:	www.ThinkPlayLearn.com	
Cancel Save		



Select **Save** to store your website address in the system.

Edit my Program Details		Work on My Maryland EXCELS Rating
Business		
Doing Business As:	Think, Play, Learn	
License Number:	2356	
Program Photo:	PROCRAM PHOTO Current Image No Image currently used. In Program Photo Maximum file size: 50MB	
Capacity:		
Vacancy:		
Lead Contact:	Brooke McKenzie	~
Contact informat	ion	
Phone:	410-999-9999	
Website:	www.ThinkPlayLearn.com	
Cancel Save		

If you have questions about this process or issues related to adding or editing your website address, please email info@marylandexcels.org or, for 24/7 technology support, please call 443-872-9250.