

# Adaptera Express Module

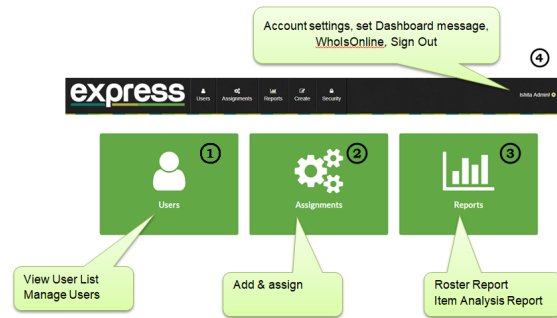
Adaptera Express provides the tools for an organization to manage and deliver assessments

- Flexible onboarding
- [Configurable assignment management](#)
- [Role-based user permissions](#)
- Brandable UI (domain and look-and-feel)
- System integration
- Built-in security features
- Custom reporting

## Getting Started

Logging in is similar for all user types. Administrators, Users, and Examinees will follow the same steps to log in correctly.

1. Go to: <https://express.adaptera.com> to access the Login Page. NOTE. EACH ORGANIZATION HAS A CUSTOM DOMAIN. <https://myshortname.adaptera.com> For example, <https://mps.adaptera.com>
2. Type in your Username and Password in the designated boxes (This information is provided by an Administrator). Passwords are case sensitive.
3. Click 'Sign In' to proceed to the Express Welcome Page /Dashboard



## Account Modification/Personalization

To change user information such as password, name, etc, click on the upper right hand corner of the Home Page and select **User Profile**. **Verify your email is correct. Email will be needed if your forget your password.**

A screenshot of the 'User Profile' form. The form is titled 'User Profile' and 'User Attributes'. It contains fields for Username (qadmin), Password (masked with dots), Verify-Password (masked with dots), First Name (Admin), Last Name (Demo), and Email Address (empty). At the bottom are 'Save Changes' and 'Cancel' buttons. To the left of the form is a sidebar with a 'User Profile' menu item and other options like 'Manage Coupons', 'Dashboard Message', 'API Integration', 'Import Examinees', 'WholsOnline', and 'Sign Out'.

You can make changes to the account information in the new window. Click Save Changes to update the information.