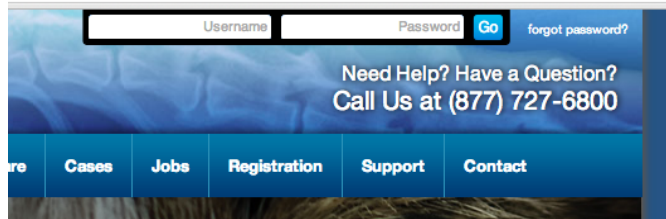




## HOW TO CHANGE YOUR USER INFO ON AIS

- 1) **Log in** to [www.antechimagingervices.com](http://www.antechimagingervices.com) by entering your Username and Password in the upper right hand corner fields and clicking Go.



- 2) Go to User Setup & User Setup Search.
- 3) Scroll down to the bottom and click Search

- 4) This will give you a list of users at your organization. Click on the name you would like to edit. This will take you to the User Setup page for the actual user. If you scroll down to the bottom of the page, you can change the username, password and email address too.

Please call or email if you have any questions or need any assistance.