

# SASP Booking & Activity Management System

## Changing Details & Password

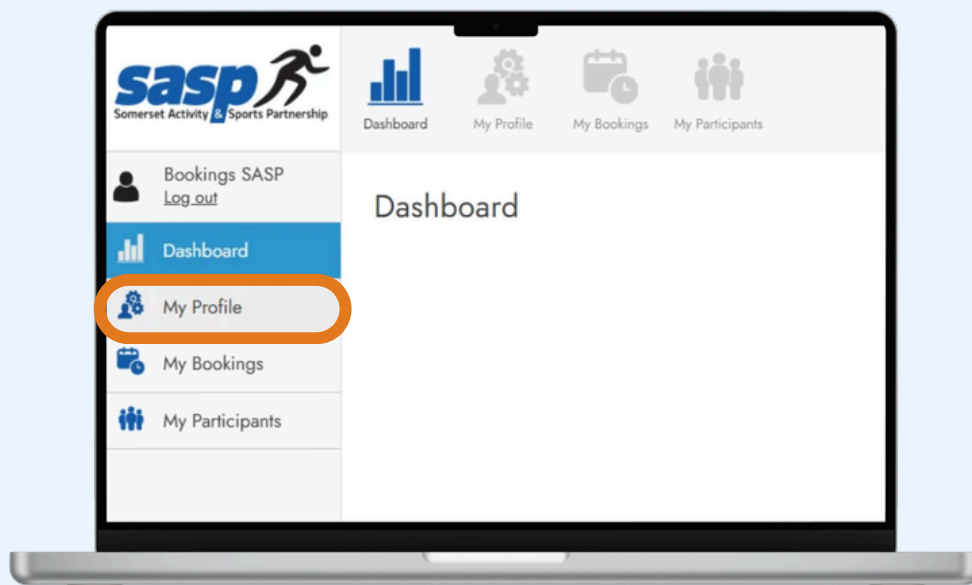
**Contact:**

.....

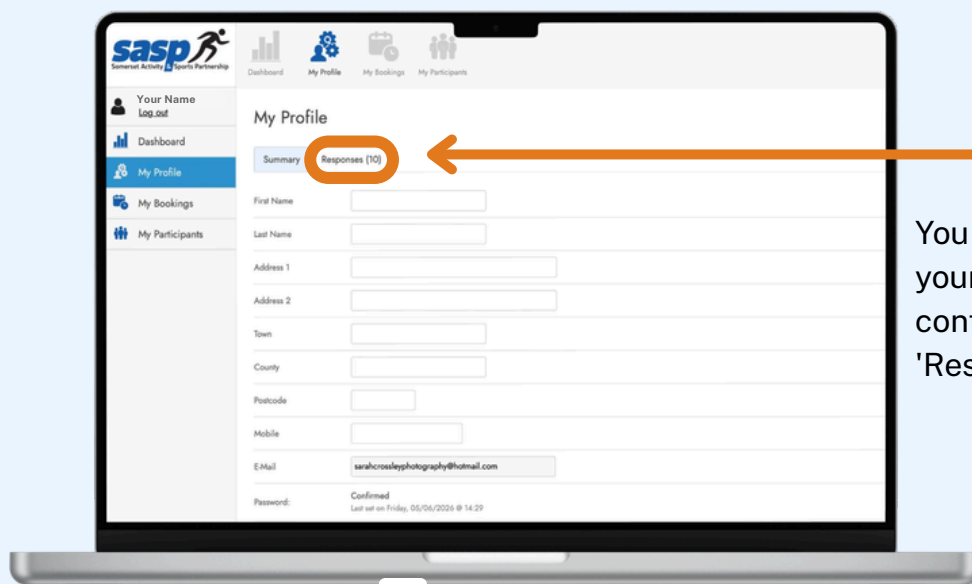
**Customers**

Bookings@sasp.co.uk

1. Once you have gained access to your online account, select 'My Profile'



2. This will open your personal details. At the bottom of the page, you will see an option to change your password.



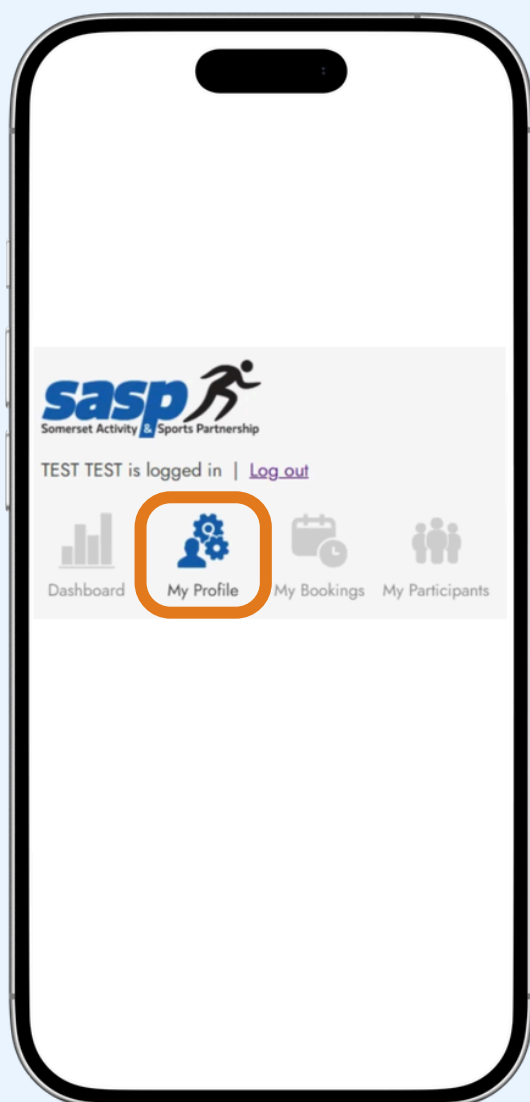
You can also change your emergency contact details in the 'Responses' tab.

Make sure to select 'Update Details' at the bottom of the page to save your changes.



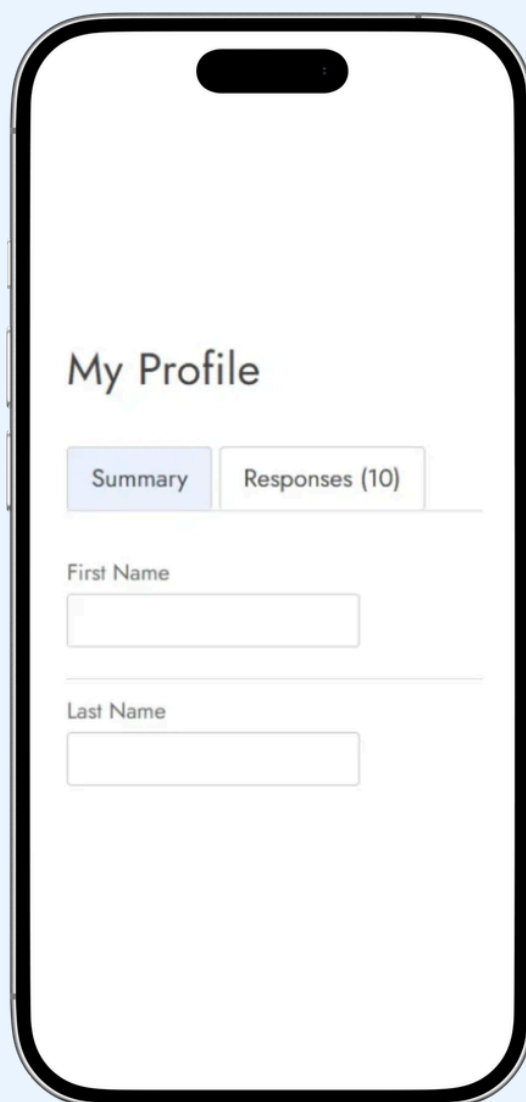
1.

Once you have gained access to your online account, select 'My Profile'



2.

You will now be able to update your details, your emergency contact details can be updated under 'Responses'



Make sure to select 'Update Details' at the bottom of the page to save your changes.

Update Details

Set Password >>