

# MANAGING YOUR ACCOUNT: ONLINE SELF-SERVICE TIPS IN ECE-TRIS

ECE-TRIS ARTICLE FOR ECE PROFESSIONALS





## ECE-TRIS makes it easy!

### Do you know about the self-service features in ECE-TRIS?

We know how much **every moment counts** and strive not only to make life **easier** for early childhood care and education professionals in KY, but for accessing your professional learning portfolio training records **quicker**.

### CHECK OUT THE TIPS BELOW:

- [Help with Login](#)  
  - First time logging in? Use the Help with Login feature to access your ECE-TRIS account profile
  - Instructions are available by clicking below the Login Box
- [Recover Username and Password Reset](#)
  - Forgot your username or password? Use the Recover Username or Password Reset feature
  - Enter your registered email address and/or answer security questions that are associated with your account
- [View/Edit my Personal Information](#)
  - Keep your information updated, including email address and employer
- [Manage My Education Information](#)
  - Expand your ECE-TRIS record to reflect your educational achievements
- [Change my Password](#)
  - You are able to update your password, as needed, to ensure security of your account
- [Keeping Your Information Secured](#)
  - Security features keep your information safe
  - The account holder is the only one who should have the password

ECE-TRIS!  
Growing Professionals, Growing Kids  
(859)622-8811, <https://tris.eku.edu/ece>