

## Changing Your Homepage and/or eSignature

### Changing Your Homepage

1. Log into Velos eResearch ([www.ummcpod.veloseresearch.com](http://www.ummcpod.veloseresearch.com)) using your UMMC credentials
2. Click on Personalize in the top left corner.
3. Click on Settings
4. From the Default Homepage dropdown menu, select your homepage setting. The default setting is My Homepage. It is recommended that study coordinators use the Study Patient Roster as their homepage setting.
5. Log out of Velos eResearch and log back in.

### Changing Your eSignature

1. Log into Velos eResearch ([www.ummcpod.veloseresearch.com](http://www.ummcpod.veloseresearch.com)) using your UMMC credentials
2. Click on Personalize
3. Click on Password/eSign
4. Check the dialog box next to “Check if you want to change your e-Signature”
5. Enter your previous eSignature.
6. Enter your new eSignature (minimum of 4 digits) twice
7. Leave the expiration date at 365 days.
8. Enter your previous eSignature.
9. Click submit.

Video: <https://youtu.be/pyUw1yDLi1A>