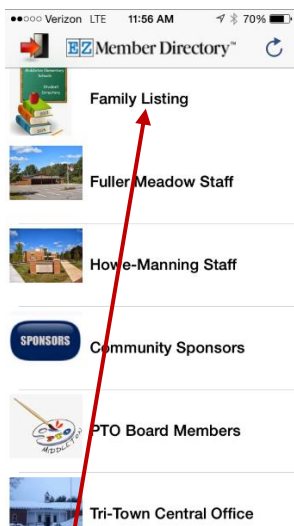


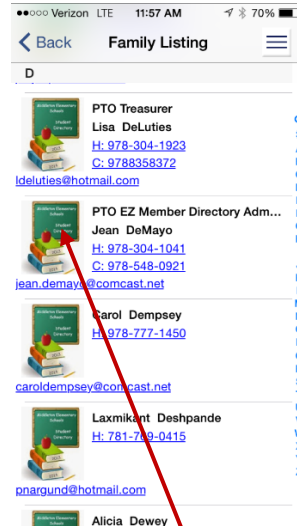
**Middleton Elementary Schools
Family-Teacher-Staff Directory
EZ Member Directory Smart Phone App**



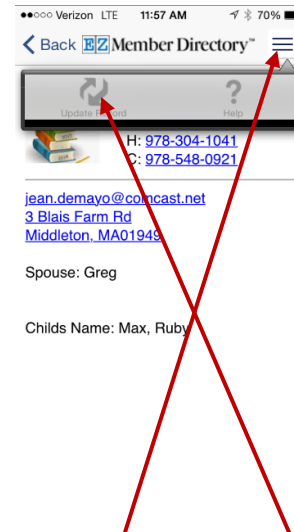
How do I make updates to my family listing? You can **update your OWN family information right within the app on your own device.** Once in 'Family Listing,' select your record. Then, tap the menu icon in the upper right corner of the screen and tap the "Update Record" function. *Users cannot update their email address or photo as that is part of the EZ Member Directory app's security feature. If you need your email address changed, please contact Jean DeMayo at Directory@MiddletonPTO.org



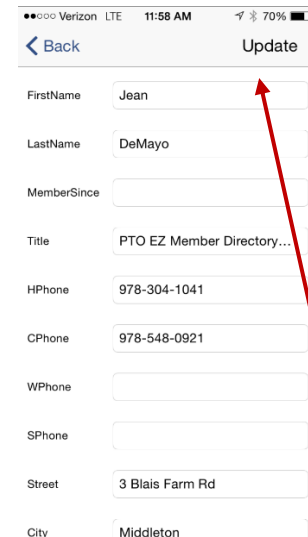
Tap Family Listing



Tap Icon Next to YOUR Family Listing



Tap Menu Bar & Update Record



Change info in the fields. Tap Update