How to update your organization information

Step-by-step guide

Go to Bods Connect at <u>www.washburn.edu/bodsconnect</u>

Log into Bods Connect using your single sign on (Washburn Username and password).

Click on manage organization



Click on About



You will then see all of your page information, title, description, picture, external websites, contact information and address. Here is where you can change any information you need.



If you need to change your organization name, Please contact OSID.

If you have any questions, please feel free to reach us at studentinvolvement@washburn.edu