

## How to Add, Edit, and Delete Tracks Offered

1. Navigate to the [ERAS® Program Director's WorkStation \(PDWS\)](#) and enter your AAMC username and password.

### Sign In

**Username**  
  
▲ Username is Required

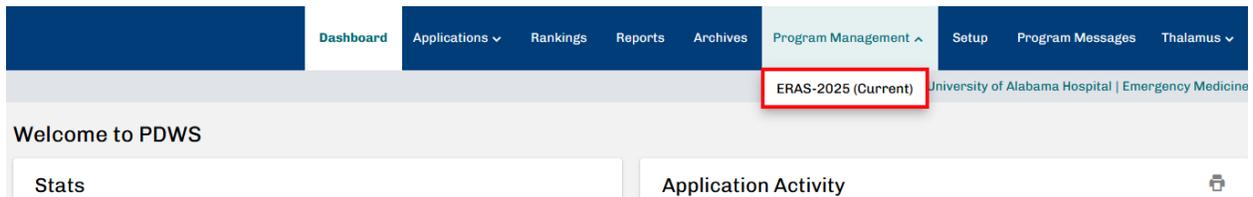
**Password**

**SIGN IN**

[FORGOT YOUR USERNAME?](#)  
[FORGOT YOUR PASSWORD?](#)  
[NEED HELP?](#)

2. Navigate to the Program Management tab and select the appropriate ERAS season.

Note: Only users with ISU, AISU, PSU, Program Management, and APSU roles in the PDWS have access to view the Program Management tab in the PDWS.



Dashboard Applications ▾ Rankings Reports Archives Program Management ▾ Setup Program Messages Thalamus ▾

ERAS-2025 (Current) University of Alabama Hospital | Emergency Medicine

Welcome to PDWS

Stats Application Activity

3. Click the program name.

### Program Management - ERAS 2025 (Current Season)

If you have any questions, please [Contact ERAS Client Technical Support](#).

#### University of Alabama Hospital

UNIVERSITY OF ALABAMA MEDICAL CENTER PROGRAM - Adolescent Medicine (Pediatrics) >

**Accreditation Id** 3210131028  
**Participation Status** ✔ Participating

4. To add an additional track, click Add Additional Track.

Tracks Offered ADD ADDITIONAL TRACKS

Track Type	Track Name	NRMP Program Code	Display to Applicants ?	Actions
Advanced	Dermatology	1242080A0	Yes	 
Advanced	Dermatology Advanced	N/A	Yes	 

5. To enter the track information:

- a. Select a Training Type.
  - i. Note: Track Name will be the Track Type by default. You may provide a descriptive name to help applicants distinguish between special types of training. For example, programs may use the Track Name field to label "Rural-based" or "Urban-based" tracks or even "Research" track names as appropriate.
- b. Enter a track name.
  - i. Note: Track Name will be the Track Type by default. You may provide a descriptive name to help applicants distinguish between special types of training. For example, programs may use the Track Name field to label "Rural-based" or "Urban-based" tracks or even "Research" track names as appropriate.
- c. Enter the NRMP Program Code (Optional).
  - i. Note: If you have already registered your track with the NRMP, you may enter in the 9- to 11-character NRMP program code. It is not a required field.
- d. Select **Yes** to display track information to applicants or select **No**.
  - i. Choosing not to display a track will not allow applicants to apply to the track, but it will still show up in the PDWS.
- e. Click Save to save the added track.

**Add Track** ×

Track Type

Select Track Type
a

⚠ Please select a Track Type

Track Name ?

Enter Track Name
b

NRMP Program Code (Optional) ?

Enter NRMP Program Code
c

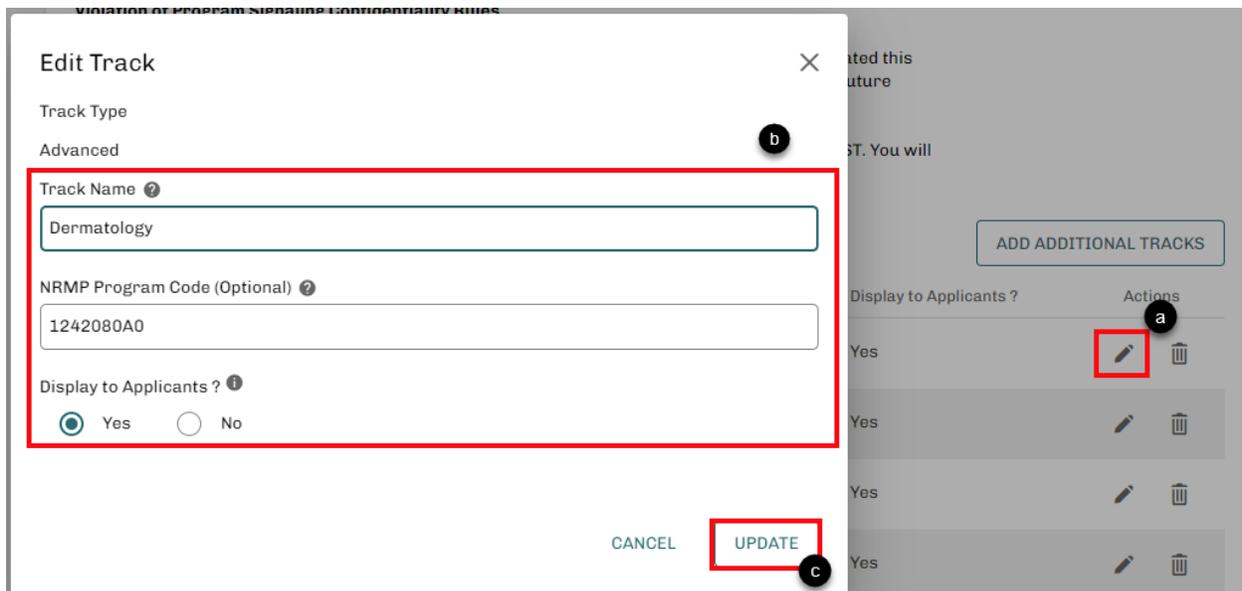
Display to Applicants ? i

Yes
  No
 d

CANCEL
e

## Edit Existing Track Information

1. To edit existing track information:
  - a. Click the pencil icon.
  - b. Edit the track information.
  - c. Click Update to save changes.



The screenshot shows the 'Edit Track' dialog box overlaid on a table of tracks. The dialog box contains the following fields:

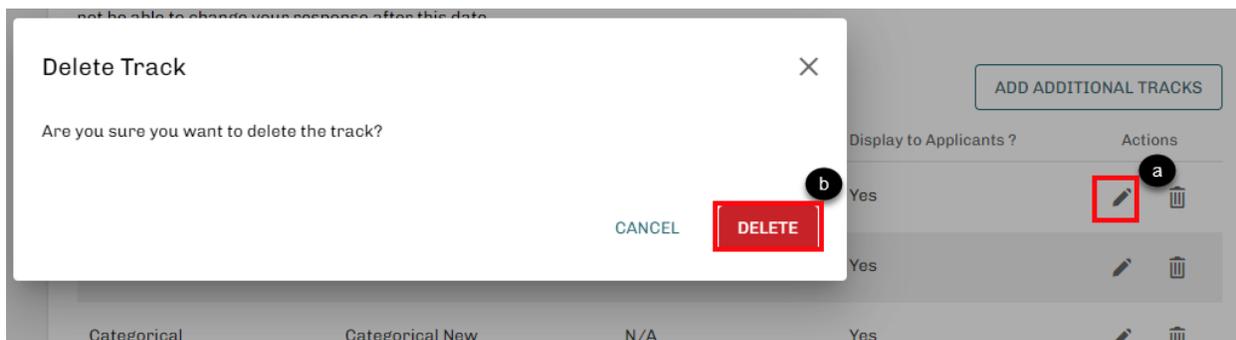
- Track Type: Advanced (marked with 'b')
- Track Name: Dermatology (highlighted with a red box)
- NRMP Program Code (Optional): 1242080A0
- Display to Applicants?: Yes (selected)

At the bottom of the dialog box, there are 'CANCEL' and 'UPDATE' buttons. The 'UPDATE' button is highlighted with a red box and marked with 'c'.

In the background table, the 'Actions' column contains a pencil icon (marked with 'a') and a trash icon for each track.

## Delete an Existing Track

1. To delete an existing track:
  - a. Click the **trash icon**
  - b. Click **delete**



Note: You may delete a track ONLY if an applicant has not selected the track. Deleting a track will remove the track from the MyERAS® system and the PDWS. You may edit Track Name, NRMP Program Code or Display to Applicants at any time.