



How to Add, Edit, and Delete Tracks Offered

1. Navigate to the <u>ERAS® Program Director's WorkStation (PDWS)</u> and enter your AAMC username and password.

Sign In
Username
Enter Username
Lusername is Required
Password
Enter 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.

3. Click the program name.

PDWS	Dasht	board Application	is 🗸 🛛 Rankings	Reports	Archives	Program Management 🔨	Setup	Program Messages	Thalamus 🗸
						ERAS-2026 (Current)	Jniversity of	Alabama Hospital Eme	rgency Medicine
If you have any questions, ple	agement - ERAS 202		it Season)					
University of Alaba									3
UNIVERSITY OF	ALABAMA MEDICAL CEN	NTER PROGRA	M - Adoleso	ent Med	icine (Ped	liatrics)			>
Accreditation Id	3210131028								
Participation Status	Participating								





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

Tracks Offered			E	ADD ADDITIONAL TF	ACKS
Track Type	Track Name	NRMP Program Code	Display to Applican	ts? Actio	ons
Advanced	Dermatology	1242080A0	Yes	ľ	Û
Advanced	Dermatology Advanced	N/A	Yes	i	Û

5. To enter the track information:

- a. Select a Training Type.
- b. Enter a track name.
 - 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 🗸
A Please select a Track Type		
Track Name 👔		
Enter Track Name		D
NRMP Program Code (Optional) 👔		
Enter NRMP Program Code		C
Display to Applicants ? Yes No		
	CANCEL	e SAVE





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.

Edit Track		\times	ated this uture			
Track Type		-	ature			
Advanced		Ð	ST. You will			
Track Name 🕖						
Dermatology				ADD ADDI	TIONAL T	RACKS
NRMP Program Code (Optional) 👔			Display to Applic	ants ?	Acti	
1242080A0			Yes			a ÎÎ
Display to Applicants ? 🕕					Ľ	
● Yes ○ No			Yes		-	Û
	_		Yes		/	Û
	CANCEL	UPDATE	Yes		-	Û

Delete an Existing Track

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

Delete Track		×		ADD ADDIT	IONAL TRACKS
Are you sure you want to delete the track?			Display to Applic	ants?	Actions
	CANCEL	DELETE	Yes		
			Yes		/

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.