



How to Update Program Listing Information

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

Sign In
Username
Enter Username
Username is Required
Password
Enter Password
SIGN IN
FORGOT YOUR USERNAME?
FORGOT YOUR PASSWORD?
NEED HELP?

2. Navigate to the Setup tab.

Note: Only users with ISU, AISU, PSU, 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 🗸
						I	Jniversity of	Alabama Hospital Eme	ergency Medicine
Welcome to PDWS									

Select Program Listing to update your program's information in the MyERAS[®] system. a. Click Edit.

Note: This information will be displayed to applicants viewing your program's information in the MyERAS system.

ERAS



General	^	Program Listing
Screen Data		Program Listing
Reports		Specialty Emergency Medicine
Comparison Tool		Program Name
Manage Users	C	University of Alabama Medical Center Program 0
Program Information	^	Accreditation Id 1100131165
DIO Information		
ERAS Institutional Contact Information		This information will be displayed to applicants viewing your program's information in MyERAS.
Program Listing		Program Director Information EDIT

- 4. Enter Program Director Information:
 - a. First Name, Middle Name (Optional), Last Name, Suffix (Optional), Designation (Optional), E-mail.
- 5. Enter Program Information:
 - a. Address 1, Address 2 (Optional), Address 3 (Optional), City, State, Zip, Phone, Extension (Optional), Fax (Optional), E-mail, Website (Optional).
 - b. Add Social Media. Please note that the maximum number of social media accounts allowed is three.
 - c. Are you an Osteopathic Recognized Program?
- 6. Click Save.

Are you an Osteopathic Recognized Program? 0

🔿 Yes 🔘 No

CANCEL SAVE