

How to Add/Edit Your Profile in the MIT Alumni List

Please follow these instructions meticulously as it forms a robust basis for our MIT Alumni Database.

In Summary: (Details in next pages)

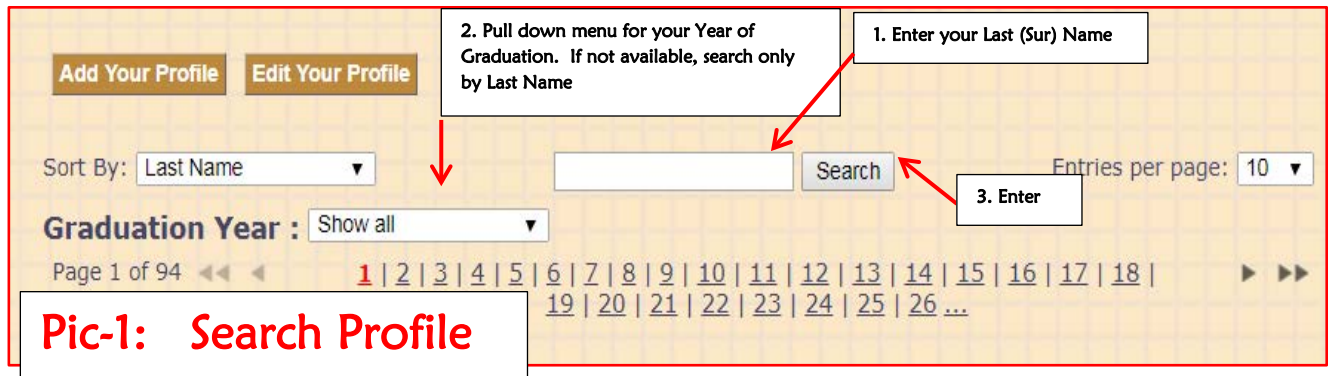
1. Find your name on the list of MIT Alumni and click on the link next to the [Profile](#).
2. If your profile already contains an email address, the link next to your profile will say: "Is this you? Click here to gain access to your profile."
 - a. You will be able to request the [Username](#) and [Password](#) to edit the profile and you can then click on [Edit Profile](#) at the top of the page to login to edit the profile.
3. If your profile does not already contain an email address, the link next to your profile will say: "Is this you? Fill in your profile here".
 - a. You can then edit your profile and create a [Username](#) and [Password](#) at the same name.

Please note that your profile will temporarily be removed from the website after your first edit the profile however it will re-appear shortly once approved.
4. If you need to edit your profile more than once, you will need to click on the "[Edit Your Profile](#)" button above the profiles and enter the [Username](#) and [Password](#) that you created the first time that you edited your profile or it was sent to you.
5. If you forget the [Username](#) and [Password](#), please click on the link that says, "[I forgot my Username and Password](#)." when you are trying to log in.
 - a. The [Username](#) and [Password](#) will only be sent to the email address listed in the profile.
 - b. If you have changed your email address or didn't enter an email address you will need to use the "[Contact Us](#)" page to ask the administrator of the website to add or edit the email address in your profile.

Pictorial Details:

After entering "MIT Alumni List" enter

1. Your Last (Sur) Name. It is sorted by the Last Name by default.
2. Then by your Graduation Year. (if not available, search only by Last Name). *(For several people, it has already been entered)*
3. Then hit "Search".
4. [For the First timers whose name could not be found by "Search", go to last page here.](#)



Add Your Profile

Edit Your Profile

Pic-2: Fill/Access Profile

Sort By: Last Name

Prasad

Search

Entries per page: 10

Graduation Year : Class of 1977

Varaprasad Rao D.

Is this you? Fill in your profile [here](#)

City: Vijayawada

Country: India

Graduation Year: 1977

A.V.D.M.V Prasad

Is this you? Click here to gain access to your profile.

City: Hyderabad

Country: India

Graduation Year: 1977

M.V.L Prasad

City: Coppell

Country: USA

Graduation Year: 1977

1. For "Prasad" and "1977", you get these results (and few more...)
 - a. For "Varaprasad Rao", details are not entered before, the system says "Is this you? Click here to gain access to your profile"
 - i. Then follow the instructions as shown by the picture below
 - b. For "A.V.D.M.V Prasad", details are already entered before. Hence the system says "Is this you? Fill in your profile here" - see **Pic-3: Is this you? Fill Profile**

If you are A.V.D.M.V Prasad, please click on submit below to have your user name and password sent to the email account we have on record for you.

Submit

* Indicates a required field

Pic-3: "Is this you?" - Fill Profile

- c. For "M.V.L Prasad", details are suppressed, as he is the SysAdmin for this site.

2. Once you found your name and other details, then "Edit Your Profile" as required and follow the instructions as shown by the "Pic-4: Edit Profile".

MIT Alumni List f t in

Please create your **Classmates** entry. Personal contact information will be excluded from website.

* = Read. Field

Please put your full Last (Sur) Name. No initials

Preferably Year of Graduation. If not possible then Year of

For India, use the Pull-down Menu at bottom

Put Mobile for DAY and Home for NIGHT

For India, leave it open

Use Pull-down Menus and fill Type of Degree and Branch of Engineering

Put your Comments

Put if you have your THEN and NOW photos

Read as MIT Alumni List

*First Name: REQ

*Last Name: REQ

*E-mail: REQ

Show Send Message Button: Allow people to send you private messages from your profile on this site.

*Username: REQ

*Password: REQ
minimum length 4 characters.

*Password confirmation: REQ

**Birthday: Year / Month / Day REQ

*Graduation Year: Select

Gender: Male Female

*Phone Number (day): REQ

*Phone Number (night): REQ

*Address1: REQ

*Address2: REQ

*City: REQ

State/Province: Select State or Province

*Country: Select Country REQ

* Zip/Postal Code: REQ

Occupation:

*Type of Degree: Select One REQ

*Branch of Engineering: Select One REQ

Year of Joining-If Graduation Year is not available: REQ

*Indian State/Union Territory: Select One REQ

Your Comments:

Upload "THEN" photo: No file chosen

Upload "NOW" photo: No file chosen

* Indicates a required field.
** Your birthday will show up on the calendar.

Pic-4: Edit Profile

For the First timers whose name could not be found by "Search":

1. Use "Add Your Profile" and follow the instructions as shown by the above **"Pic-4: Edit Profile."**

Please note that it is a very secure site and the SysAdmin can only see your email-ID. You get to set your own "password".

Thank you for following the instructions and making this MIT Alumni Database richer with your data.