



Dear Computers for Learning User,

Beginning in January, 2020, the GSA-hosted Computers for Learning website will make the following changes to the way you log in. These changes will protect you by making it harder for someone to gain unauthorized access to your account:

- 1) You will log in using your email and password. You will no longer log in using your user ID.
- 2) Every time you log in, a one time code will be sent to the email address listed on your account. You must then enter that code to complete your login.

In order to receive your code and log in, **your account will need a valid email address**. To view or change your account's email address, please follow these simple steps:

- 1) Enter your User ID and Password, then click "click here" next to the "Need to Update Your Information"

A screenshot of the "Computers For Learning" login screen. The page has a blue header with navigation links: "Home | Contact Us | Frequent Questions". Below the header is a banner with an American flag and the text "Computers For Learning" and "U.S. General Services Administration". A secondary navigation bar contains "About the Program", "Federal Property Managers", and "School Educational/Nonprofit". The main content area is titled "Welcome to Computers For Learning Login Screen" and includes the instruction "Enter User ID and Password then click 'Sign in' button". There are input fields for "User ID" and "Password", and a "Sign in" button. Below the login fields are several links: "Need Help? [Click here](#)", "Change Password? Enter User ID, Password and [Click here](#)", "Forgot Password? Enter User ID and [Click here](#)", and "Already Registered, but Need to Update Your Information? Enter User ID, Password and [Click here](#)". A large red arrow points downwards from the "Click here" link in the "Already Registered..." section.

- 2) Review and update your email address. If you made any changes, select "submit"

Home | Contact Us | Frequent Questions

# Computers For Learning

U.S. General Services Administration

About the Program | Federal Property Managers | School Educational/Nonprofits | Success St

## Update School/Educational Nonprofit Registration Information

marked with an asterisk \* are required.

**Back**

**Submit**   **Cancel**

User Id : ██████████

Type of Educational Organization \*  Schools (Pre-K to 12th grade)    Educational Non-profit

Enter 501C Number (Eg:XX-XXXXXXX) 12-3435679   [Upload 501C Registration documents](#)

[Information about the Person Getting the Access Code](#)

User ID Requestor's First Name \* SAMPLE   Middle Initial   Last Name \* ONLY

Title or Position \* Supervisor ▾

Phone Number \* XXX - XXX - XXXX   Extension

Email Address \* SAMPLE.EMAIL@GSA.GOV

Confirm Email Address \* SAMPLE.EMAIL@GSA.GOV

GSA will provide you with tutorials closer to the implementation date.

If you have questions, please contact the CFL helpdesk at [computers.learning@gsa.gov](mailto:computers.learning@gsa.gov) or 1-866-333-7472 option 2.