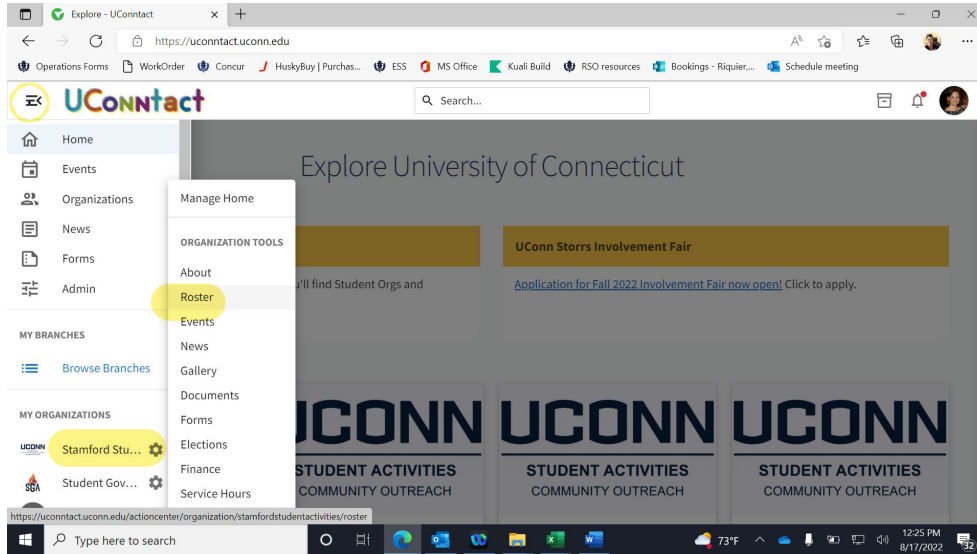
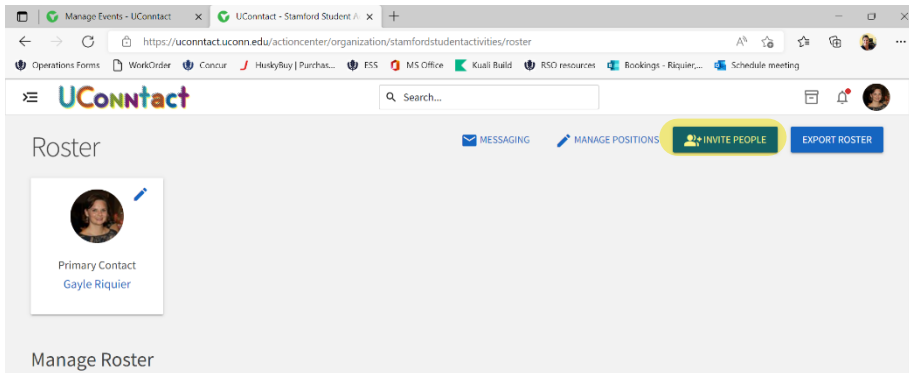


Log into [Explore - UConnctact](#) > Menu Button > Scroll to find your organization > Click Gear Icon

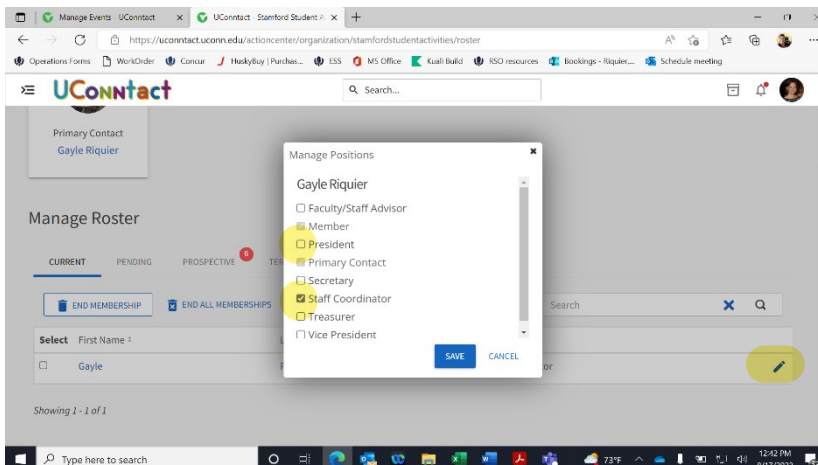


To make Roster updates, select “Roster”

- Invite new people by adding their @Uconn.edu email address to the list



- Assign leadership roles by selecting the pencil icon next to a person’s name



*Pro Tip: Be sure to add all new officers first, remove old officers to insure n duplicate officers are listed. Remove yourself last! As soon as you change your position/role, you will not be able to make any additional changes!*