



Update email address

View the status of each user

Username: [Update Username](#) These details are for the SkillPASS Portal account that is currently logged in.
 Password: [Change Password](#)
 Name:
 E-mail*: * Changing your e-mail address will deactivate your account until you activate it through the link sent to your new e-mail address. The activation e-mail will be sent immediately upon saving.
[Update Name/E-mail](#)

SkillPASS Portal Accounts

Account Holder	E-mail	Username	Can Edit Company Details	Status			
Justin Barnes	JBarnes@energyskillsqld.com.au	JBarnes	✓	Valid	Edit User	Notifications	Delete
Penelope Twemlow	ptwemlow@energyskillsqld.com.au	pntwemlow	✓	Valid	Edit User	Notifications	Delete
Lisa Roberts	lroberts@energyskillsqld.com.au	esqfinance	✓	Valid	Edit User	Notifications	Delete
SJackson	sjackson@energyskillsqld.com.au	ShJackson	✓	Valid	Edit User	Notifications	Delete
Michael Smith	msmith@energyskillsqld.com.au	MSmith1	✓	Valid	Edit User	Notifications	Delete
Stephanie Gilmore	sgilmore@energyskillsqld.com.au	Sgilmore	✓	Valid	Edit User	Notifications	Delete

[Create new SkillPASS Portal account](#)

Edit user details, view notifications or delete user.

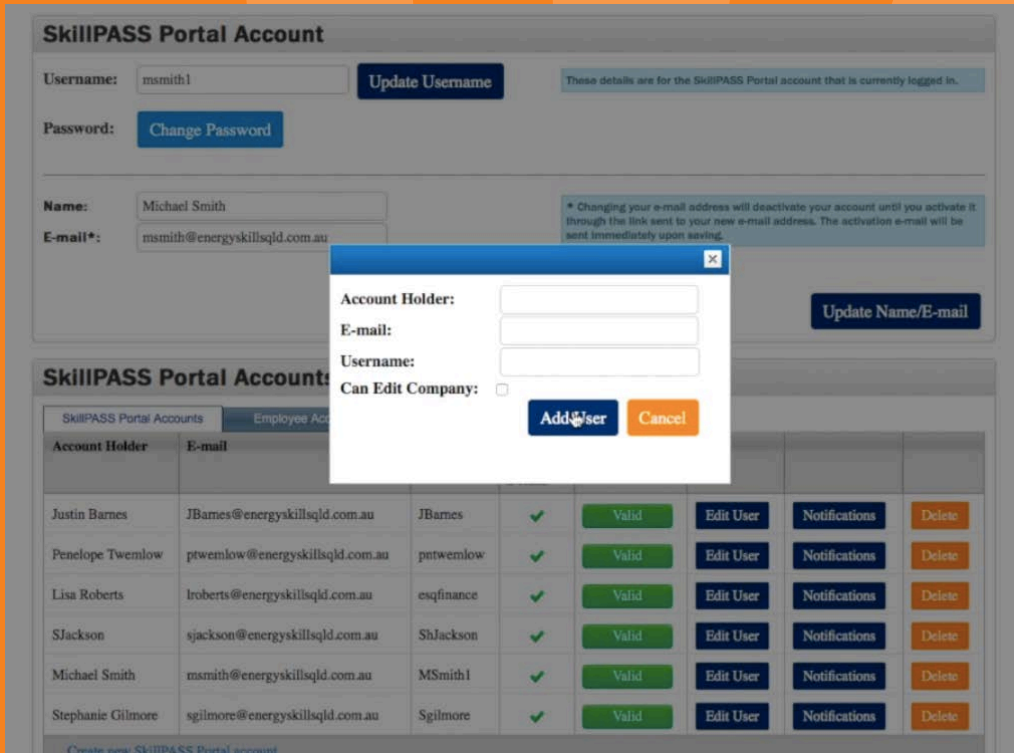
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Penelope Twemlow	ptwemlow@energyskillsqld.com.au	pntwemlow	✓	Valid	Edit User	Notifications	Delete
Lisa Roberts	lroberts@energyskillsqld.com.au	esqfinance	✓	Valid	Edit User	Notifications	Delete
SJackson	sjackson@energyskillsqld.com.au	ShJackson	✓	Valid	Edit User	Notifications	Delete
Michael Smith	msmith@energyskillsqld.com.au	MSmith1	✓	Valid	Edit User	Notifications	Delete
Stephanie Gilmore	sgilmore@energyskillsqld.com.au	Sgilmore	✓	Valid	Edit User	Notifications	Delete

[Create new SkillPASS Portal account](#)

Click 'Create new SkillPASS Portal account' to add/create a new SkillPASS Administrator account and log in details.



SkillPASS Portal Account

Username: **Update Username** These details are for the SkillPASS Portal account that is currently logged in.

Password: **Change Password**

Name: * Changing your e-mail address will deactivate your account until you activate it through the link sent to your new e-mail address. The activation e-mail will be sent immediately upon saving.

E-mail*: **Update Name/E-mail**

SkillPASS Portal Accounts

Account Holder	E-mail						
Justin Barnes	JBarnes@energyskillsqld.com.au	JBarnes	✓	Valid	Edit User	Notifications	Delete
Penelope Twemlow	ptwemlow@energyskillsqld.com.au	ptwemlow	✓	Valid	Edit User	Notifications	Delete
Lisa Roberts	lroberts@energyskillsqld.com.au	esqfinance	✓	Valid	Edit User	Notifications	Delete
SJackson	sjackson@energyskillsqld.com.au	ShJackson	✓	Valid	Edit User	Notifications	Delete
Michael Smith	msmith@energyskillsqld.com.au	MSmith1	✓	Valid	Edit User	Notifications	Delete
Stephanie Gilmore	sgilmore@energyskillsqld.com.au	Sgilmore	✓	Valid	Edit User	Notifications	Delete

Add User **Cancel**

Account Holder:

E-mail:

Username:

Can Edit Company:

Complete required fields. Check 'Can Edit Company' for SkillPASS Administrator to be able to update company details.

An activation email will be sent to the new SkillPASS Administrator to action.