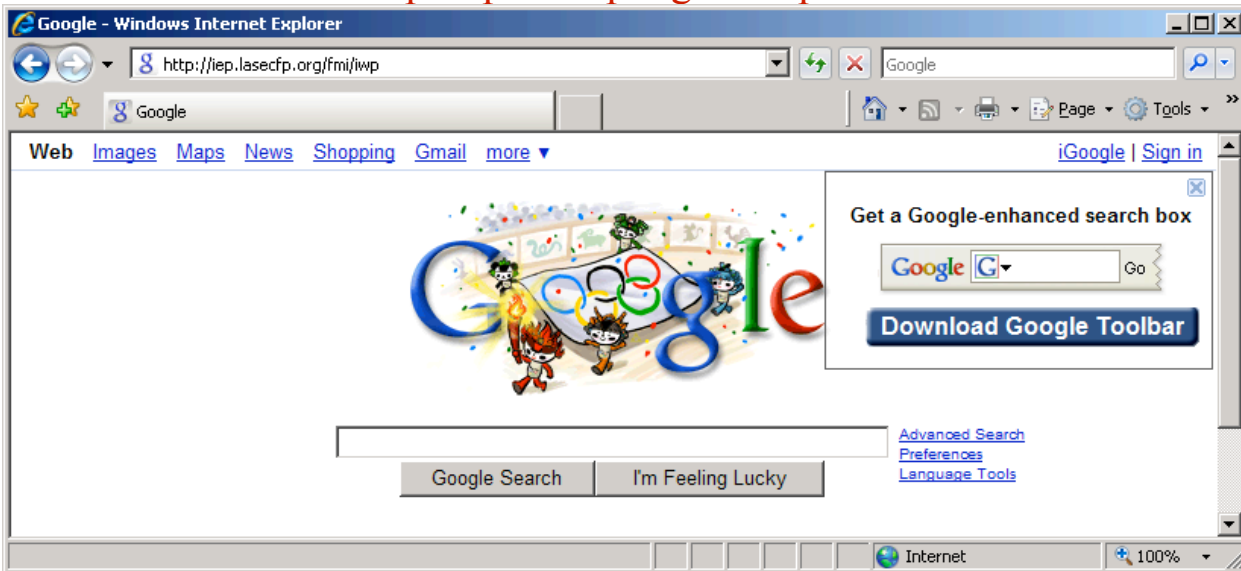


Web Users CT Access

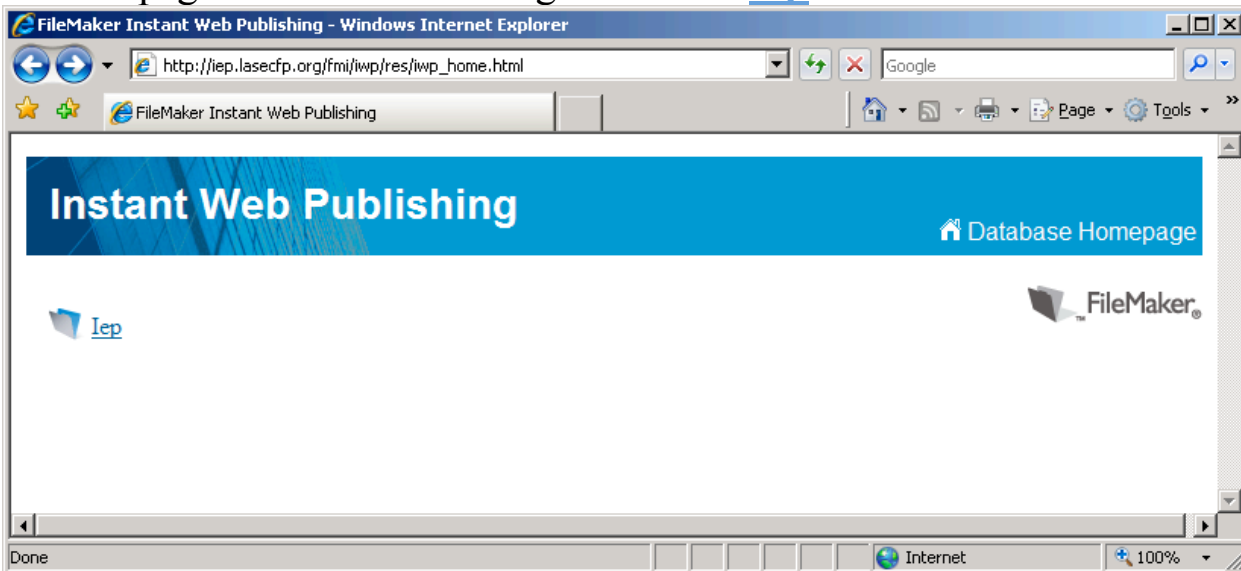
(formerly CRT)

1. Open Internet Explorer or Firefox. Netscape Navigator is Not recommended.

Enter the address: <http://iep.lasecfp.org/fmi/iwp>

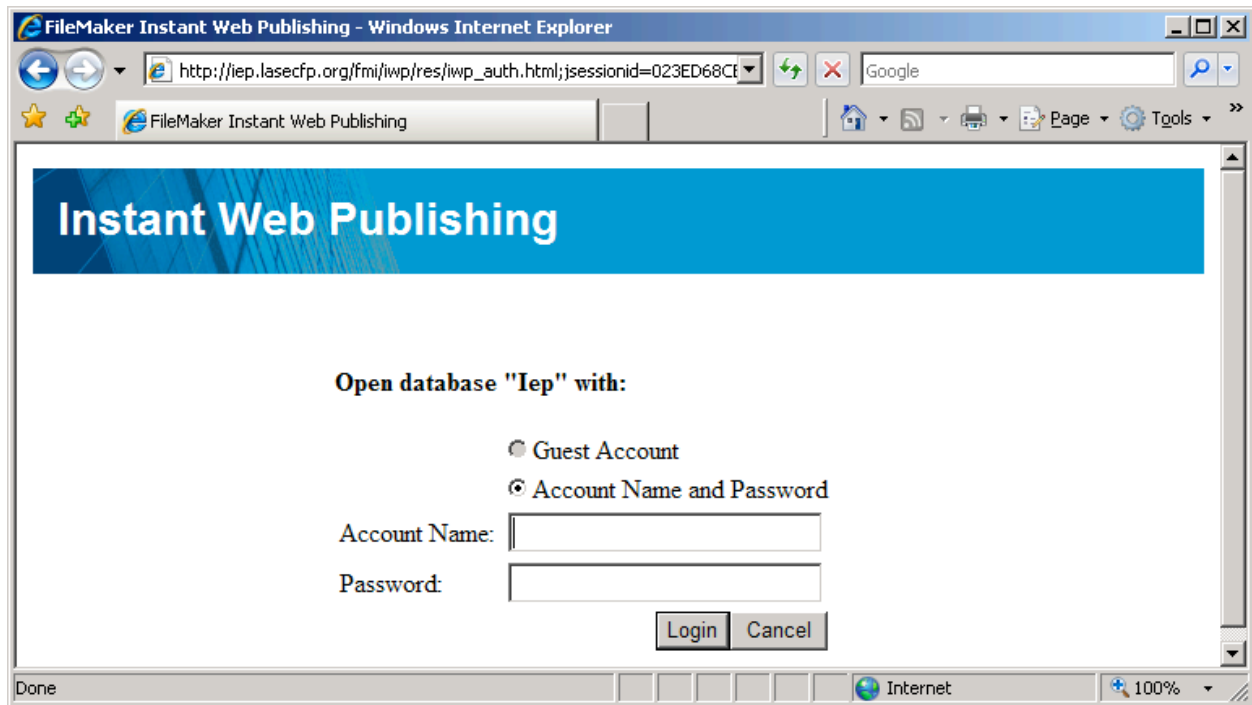


2. Add page to bookmarks. Single click on [Iep](#)



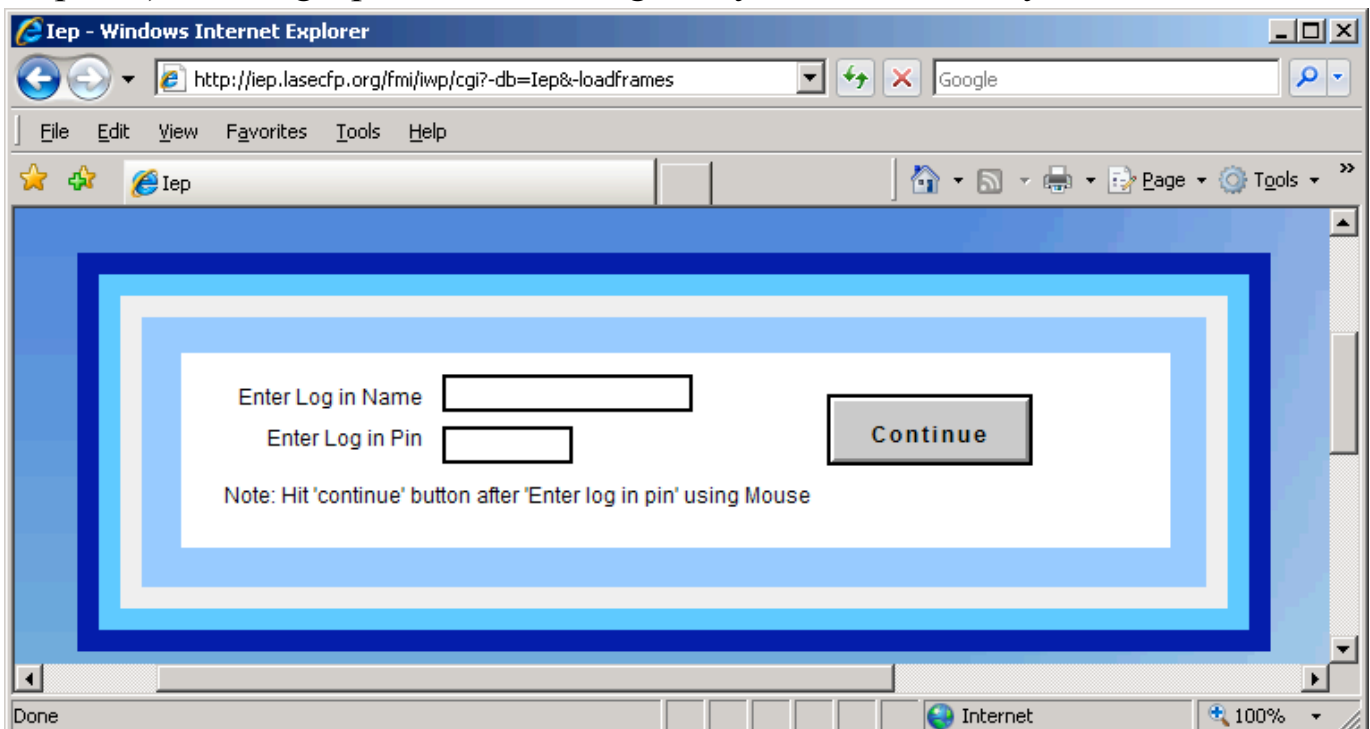
3. Type in the **User Name** and **Password** issued to you by your district administrator or LASEC TAS; click **“Login”**.
This information is lower **case sensitive**.

(Mac Users: **DO NOT** check **“All to keychain”** box. PC Users: **DO NOT save password**)



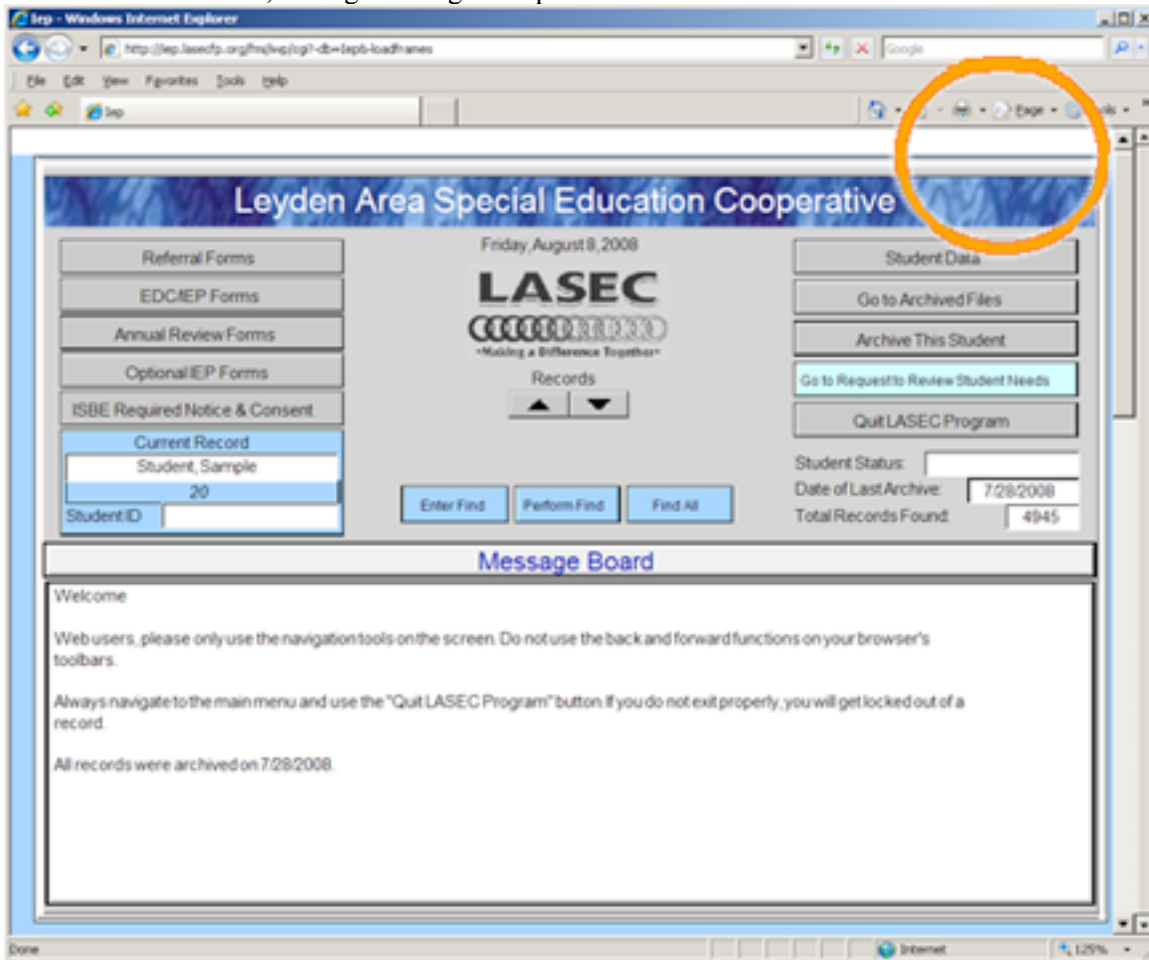
Note: If there is a problem with the Login, confirm your password with your district administrator or LASEC TAS.

4. This is the second login screen. Your login name is your last name, first initial, (no spaces) Your login pin is the last 4 digits of your social security number.



5. PC Page Setup – Important -Must be set up before printing.

Click on Printer icon, then go to Page Setup...

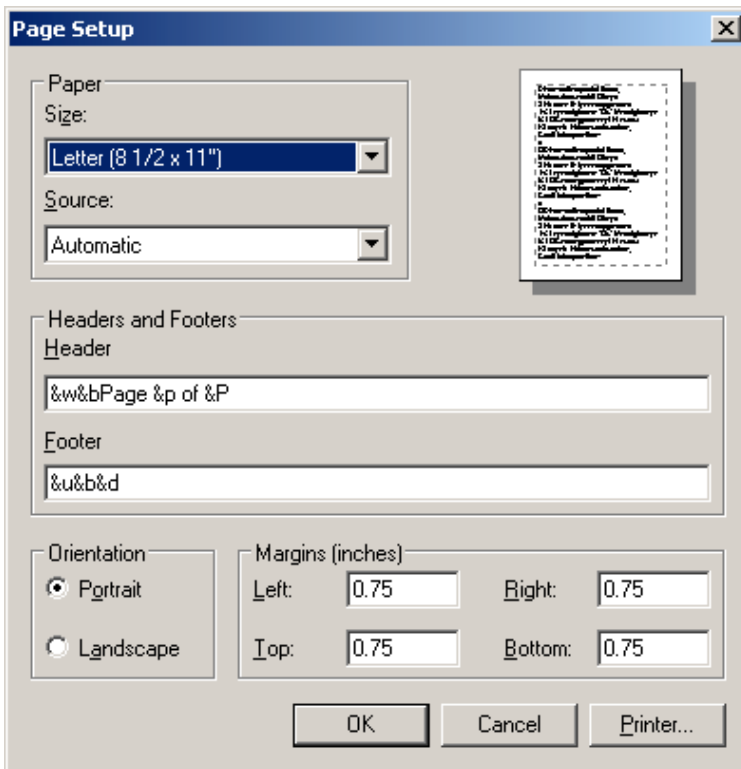


“Internet Explorer” Users Only:

If there is information in the Header or Footer field it should be removed before printing any forms.

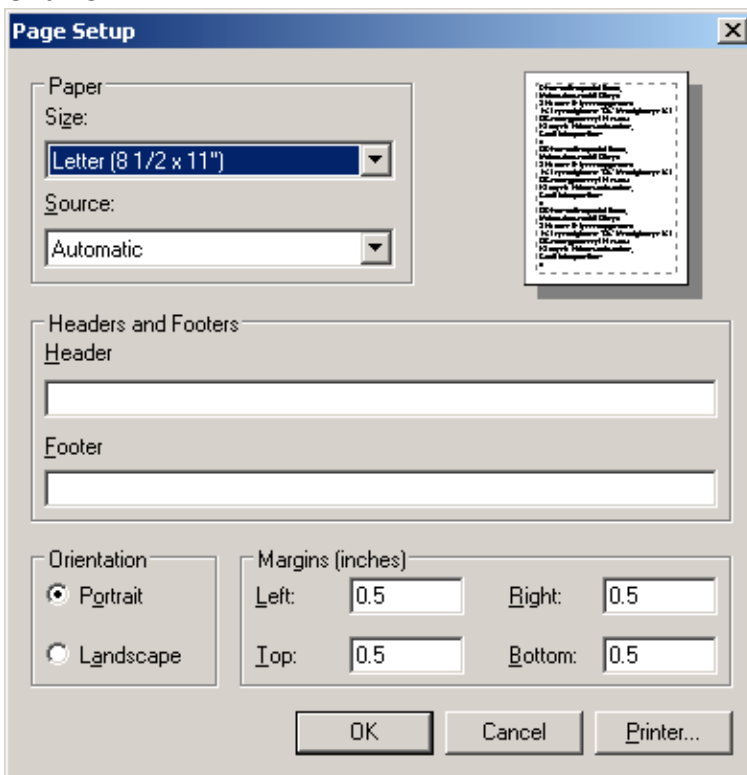
(Note: These fields are used for referencing on the internet. You may want to note the information for re-entry later.)

All margins should be set at .5



All margins should be set to .5

Click OK



Macintosh Page Setup

Go to page setup and change paper size to manage custom sizes. Change all margins to .5. Rename and save changes.

