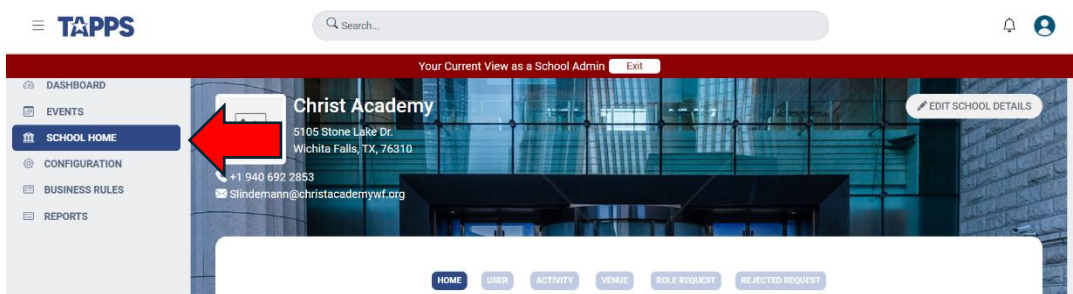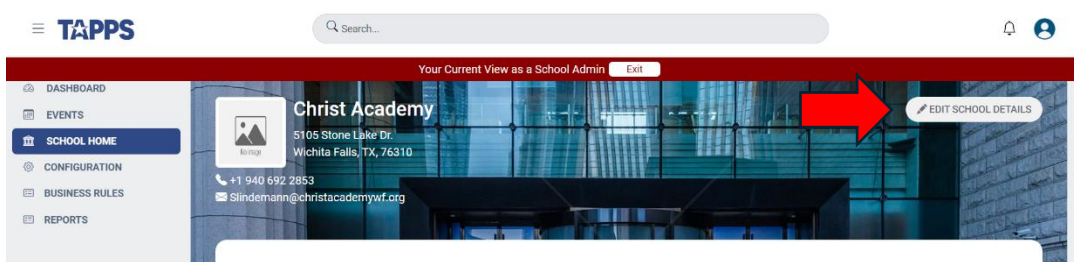# EDITING THE APPEARANCE OF YOUR SCHOOL'S PROFILE
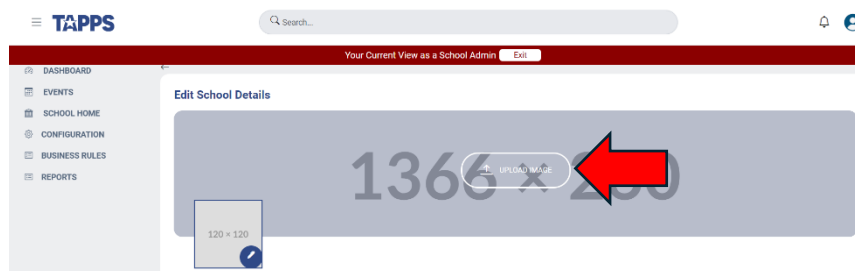
1. **The TMS Admin is the only one who can edit the school profile.**
2. Go to tms.tapps.biz
3. Login to the TMS Platform
4. Click on 'School Home' in upper left corner.

5. Click 'Edit School Details' in upper right corner.

6. Hover curser in middle of rectangle and click on 'Upload Image' to upload your banner.

7. Click on edit icon in circle to upload your school logo.