

Here is how you edit an ecard:

- Log into the [www.AHAInstructorNetwork.org](http://www.AHAInstructorNetwork.org) site
- Go to **Manage eCards** then click on the drop down list to
- **View eCards Assigned to Students.**  
You can pull up the card(s) you want to edit using the parameter search. Once the cards are showing click on
- **View Details** (far right), copy the eCard code and then go back to
- **Manage eCards**>Search eCards and drop the card code in there, then click on SEARCH.  
Click on the Edit pencil/icon to the far right, make the email/name edits and RESEND.
- The student should then open the [eCards@heart.org](mailto:eCards@heart.org) email (see directions above) to claim their card.