The Oklahoma Professional Development Registry (OPDR)

7.0 Linking Accounts

If you are the owner of an Organization Profile, and you have an Individual OPDR Account, you can link the two accounts. This enables you to access both accounts with a single login.

1. Go to www.okregistry.org and click on **Login**. On the search page, click on **Login** and enter your Individual Account email address and password.

2. There are two ways to add an Organization Profile. Click on **+ Organization Profile** from the drop-down menu or **Add Organization Profile** on the right-hand menu.
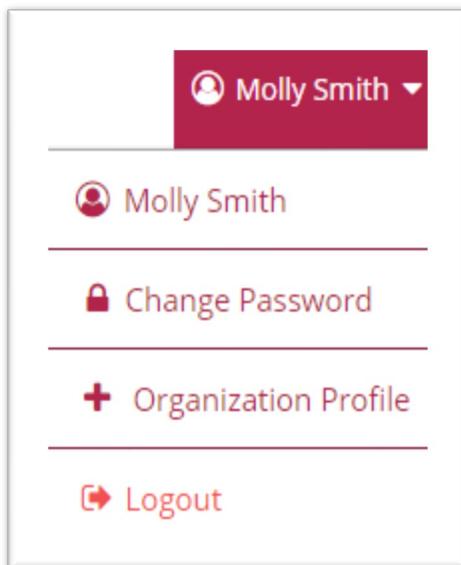
Or click on
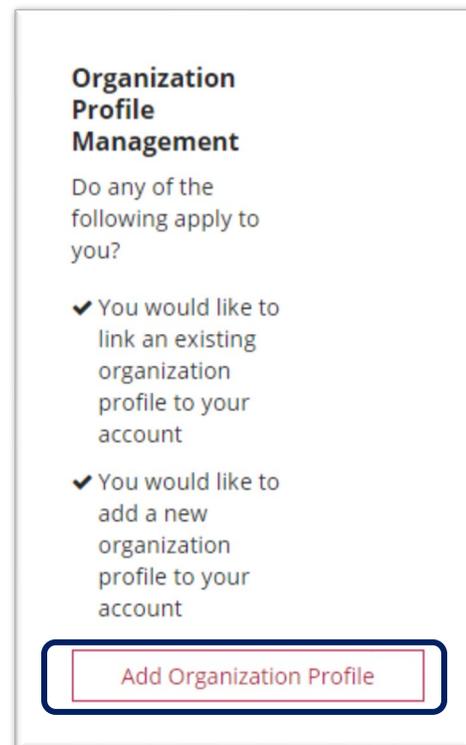
3. Enter the OPDR Organization ID number and click on **Find Profile**.

4. The Organization Lookup screen will appear with the organization information. If this is correct, click on **Send Request**. If not, click on **New Search**.

5. OPDR will send your request to the email address on file for the organization.

6. When your access is approved, you'll receive an email that your access is granted.
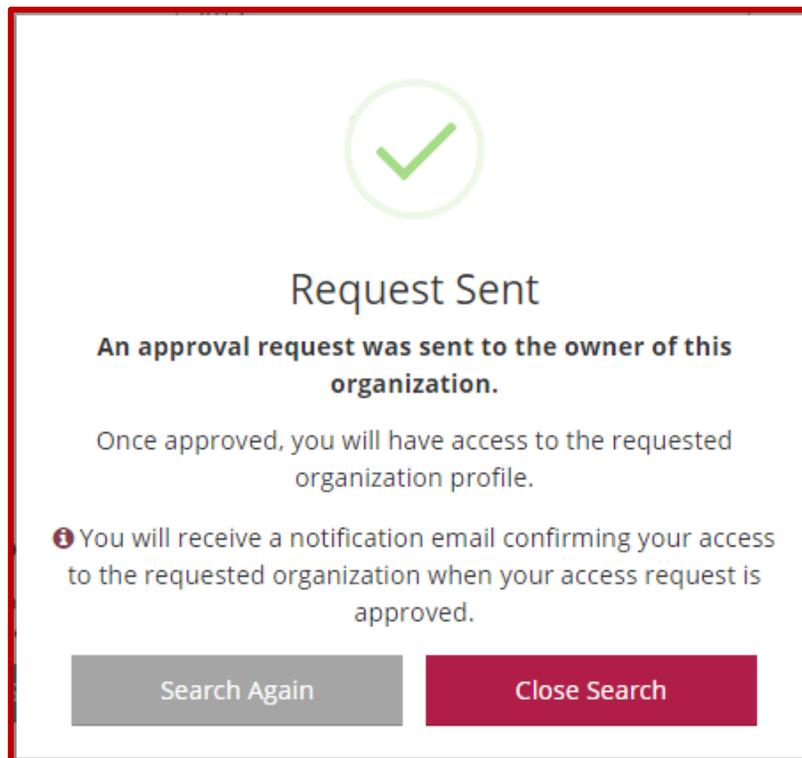
7. As the approved organization contact, or "owner" of the account, an email will be sent to you. Go to your email account, open the email, and click on the "Approve Access" link.

WARNING! Anyone in the OPDR system can request administrative access to your organization. Once access is granted, the user can view and modify information in the organization profile. Access should only be given to authorized persons within your organization.

8. The next time you log into your individual account, you will be able to rotate between accounts without logging out and in.

Individual Account

Organization Account
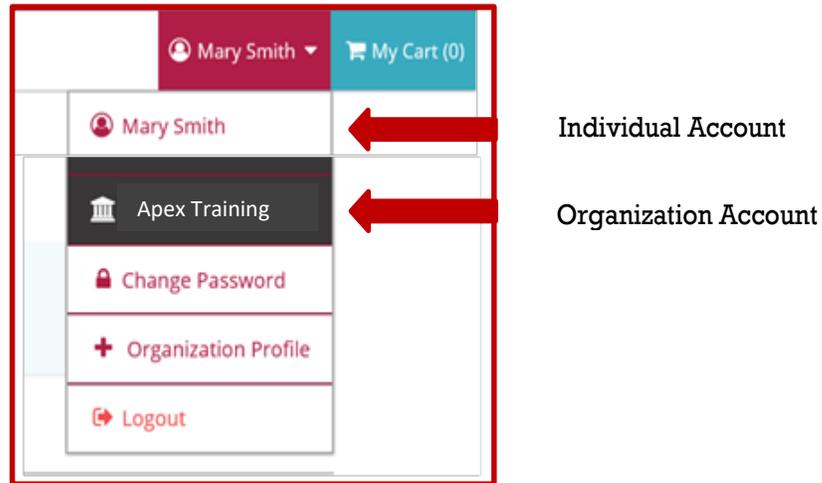
Oklahoma Professional Development Registry

Contact the OPDR at:

- 405-799-6383 or 888-446-7608 (toll free)
- cecpd@ou.edu

Available by phone Monday through Friday from 8:00 a.m. to 5:00 p.m.