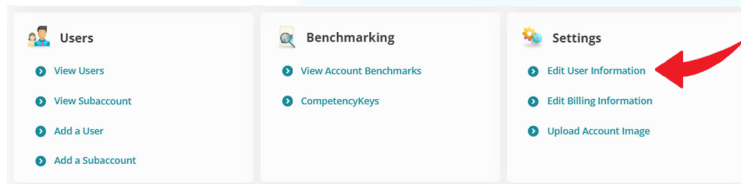


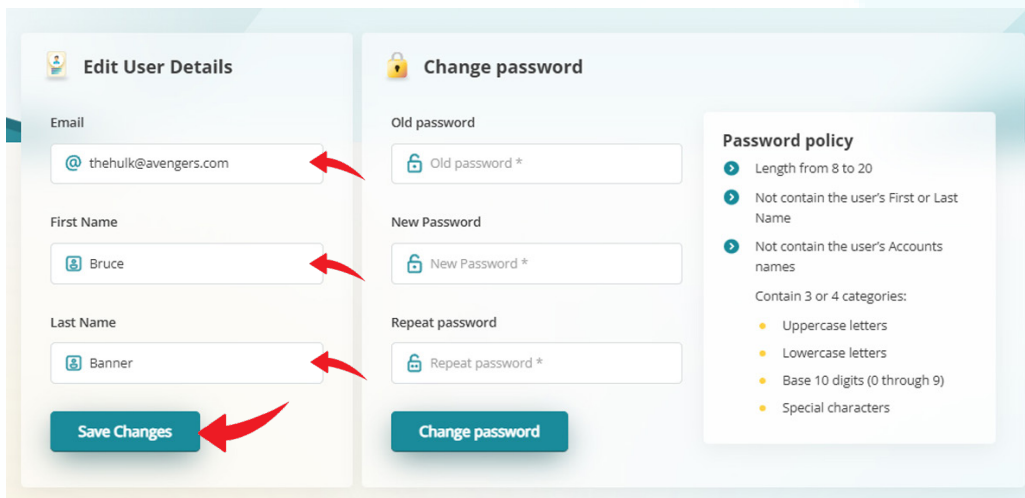
# EDIT USER INFORMATION

1. From your account homepage, in the Settings Box, click **Edit User Information**.

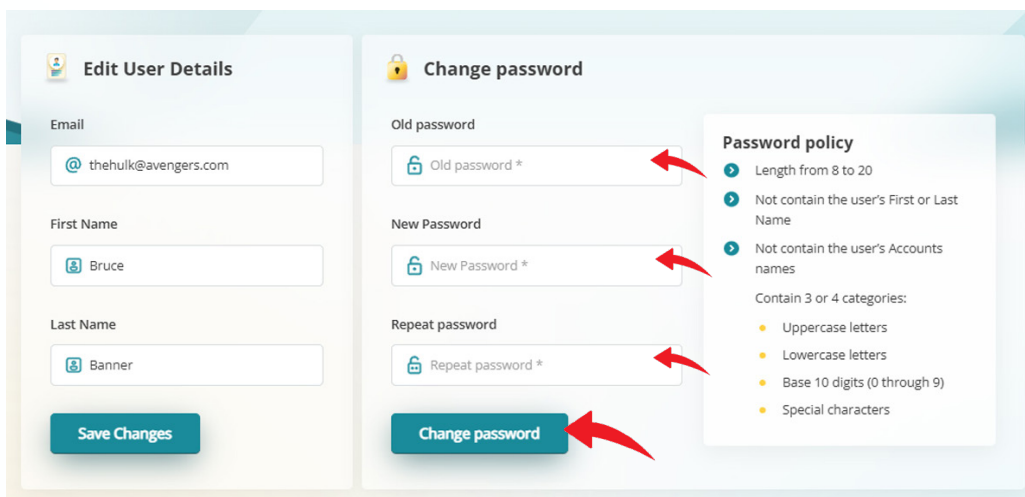


2. On the User Settings page, you can change the following; Under Edit User Details Email Address, First Name, and Last Name.

If you have made any changes to these settings, you will need to click the **SAVE CHANGES** button to apply your changes.

A screenshot of the 'Edit User Details' and 'Change password' forms. The 'Edit User Details' form has three input fields: 'Email' (thehulk@avengers.com), 'First Name' (Bruce), and 'Last Name' (Banner). A red arrow points to each of these fields and to the 'Save Changes' button. The 'Change password' form has three input fields: 'Old password \*', 'New Password \*', and 'Repeat password \*'. A red arrow points to each of these fields and to the 'Change password' button. To the right of the 'Change password' form is a 'Password policy' box with the following rules: Length from 8 to 20; Not contain the user's First or Last Name; Not contain the user's Accounts names; Contain 3 or 4 categories: Uppercase letters, Lowercase letters, Base 10 digits (0 through 9), and Special characters.

3. Under Change Password you will be asked to enter your current password. Then enter your new password and finally re-enter your new password to verify it. Make sure to click the **SAVE CHANGES** button to activate the new password.

A screenshot of the 'Edit User Details' and 'Change password' forms. The 'Edit User Details' form is the same as in the previous image. The 'Change password' form has three input fields: 'Old password \*', 'New Password \*', and 'Repeat password \*'. Red arrows point to each of these fields and to the 'Change password' button. The 'Password policy' box is also present, showing the same rules as in the previous image.