

Edit Administrator profile

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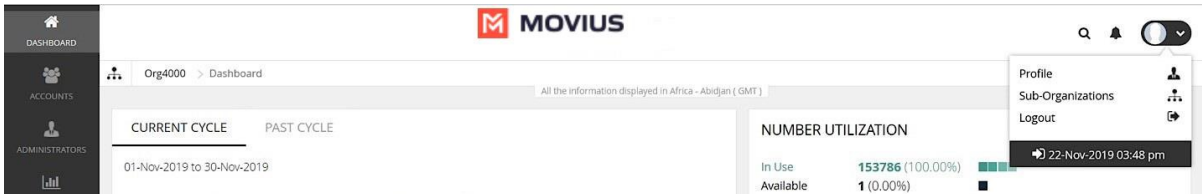
Read on to learn how to edit your Administrator profile

Overview

Your profile is a record of your information as an administrator of this organization. You can edit your profile by adding new information such as your Profile Photo, Address, Time zone, etc.

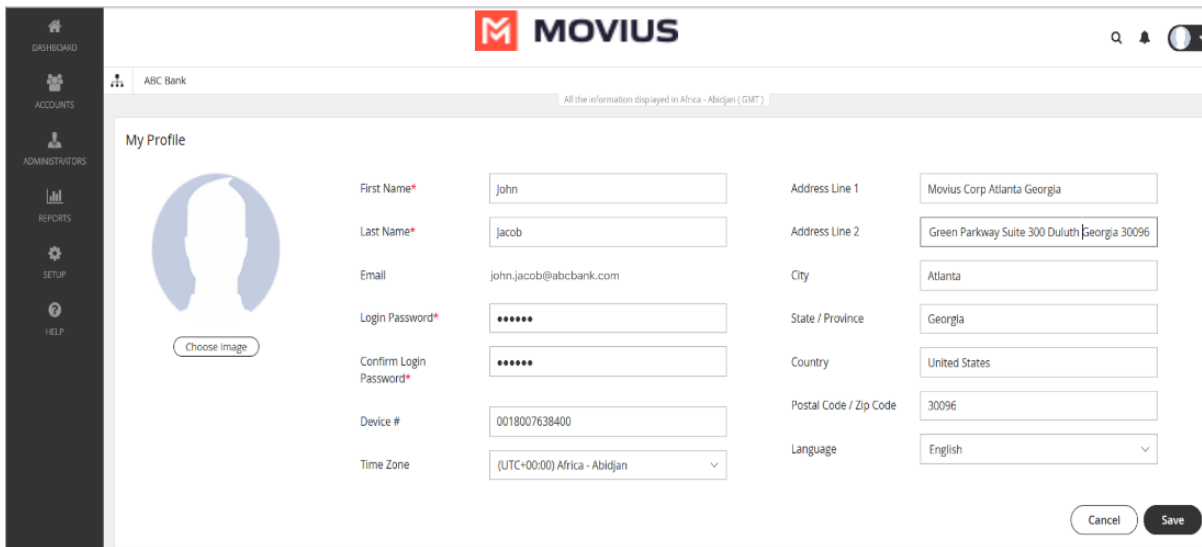
How to edit your administrator Profile

1. Click  .
2. Click **Profile**.



The screenshot shows the MOVIUS dashboard for 'Org4000'. A user profile icon in the top right corner is open, showing a dropdown menu with options: Profile, Sub-Organizations, and Logout. The 'Profile' option is highlighted. The dashboard also displays a 'NUMBER UTILIZATION' section with 'In Use' at 153786 (100.00%) and 'Available' at 1 (0.00%).

3. Fill out the details and click **Save**.



The screenshot shows the 'My Profile' form in the MOVIUS dashboard. The form is for 'ABC Bank' and contains the following fields:

First Name*	John	Address Line 1	Movius Corp Atlanta Georgia
Last Name*	Jacob	Address Line 2	Green Parkway Suite 300 Duluth Georgia 30096
Email	john.jacob@abcbank.com	City	Atlanta
Login Password*	*****	State / Province	Georgia
Confirm Login Password*	*****	Country	United States
Device #	0018007638400	Postal Code / Zip Code	30096
Time Zone	(UTC+00:00) Africa - Abidjan	Language	English

At the bottom right of the form, there are 'Cancel' and 'Save' buttons.