



Enter Profile Information

The My Profile page lets you add, edit, or delete addresses, phone numbers, and e-mail addresses. You can also edit or delete personal information or user-defined fields. You can also view your groups and events.

Once you make changes, a change request is created. Before your changes display, an administrator must approve the change request.

1. Point to **Home**, then click **My Profile**.
2. Click the **Contact Info** or **Personal Info** sub-tab.
3. On the **Personal Information** header, click **Edit** .
4. Under **Personal Information** for **<lastname, firstname>**, enter your changes.
5. Click **Submit** at the top of the page.

1. Point to **Home**, then click **My Profile**.
2. Click the **Contact Info** or **Personal Info** sub-tab.
3. On the **Personal Information** header, click **Edit** .
4. Under **Personal Information**, delete the information that you do not want to include in your profile.
5. Click **Submit** at the top of the page.

Related Topics

- [Add Photos to Your Individual and Family Profiles](#)
- [Edit your Contact Information](#)
- [Edit your Serving Information](#)