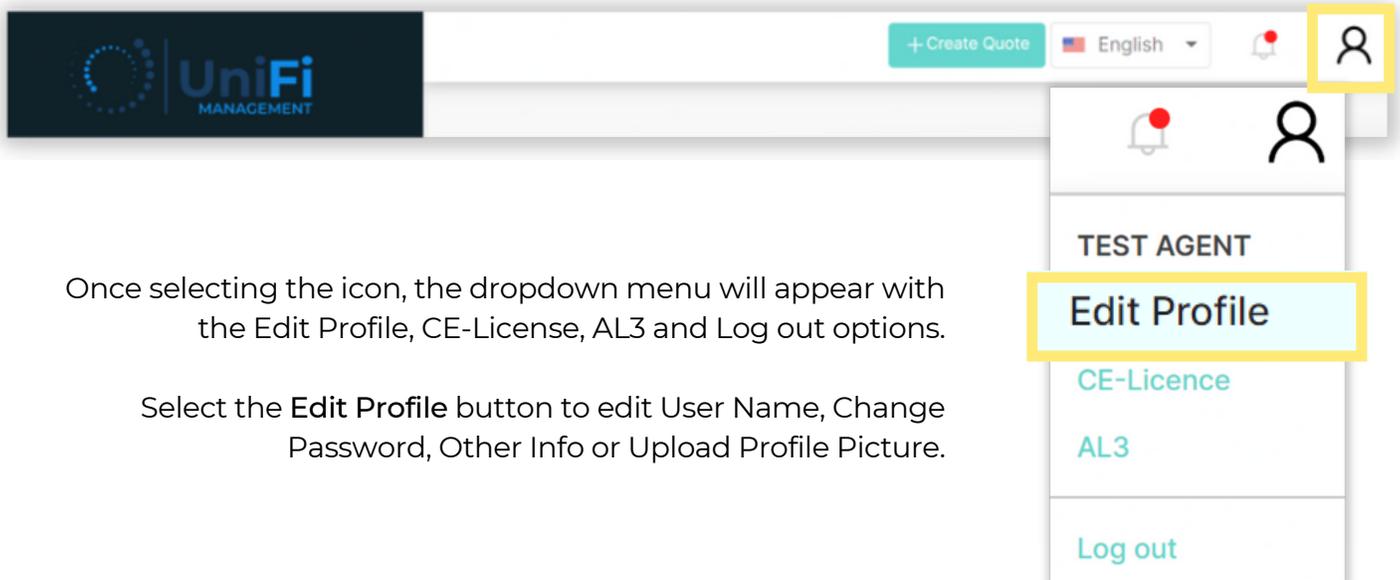


EDIT PROFILE

After signing into the agent portal, find the agent profile icon in the top right corner of the page.



Once selecting the icon, the dropdown menu will appear with the Edit Profile, CE-Licence, AL3 and Log out options.

Select the **Edit Profile** button to edit User Name, Change Password, Other Info or Upload Profile Picture.

Enter the information to be edited and select the button corresponding with the changes to update your profile.

The screenshot shows the 'User Name' edit form. The title bar is teal with a minus sign. The form contains the following elements:

- Current User Name:** olivia.davis@nationalfloodservices.com
- New User Name:** An empty text input field.
- Change User Name:** A teal button with a yellow border.
- Change Password:** A teal button with a white plus sign on the right, highlighted with a yellow border.
- Other Info:** A teal button with a white plus sign on the right, highlighted with a yellow border.
- Upload Profile Image:** A teal button with a white plus sign on the right, highlighted with a yellow border.

Note: Select any of the + signs to expand the corresponding section.

Enter the information to be edited and select the button corresponding with the changes to update your profile.

Change Password

User Name olivia.davis@nationalfloodservices.com

Old Password

New Password [Password Generator](#)

Confirm Password

[Update Password](#)

Other Info

First Name

Middle Name

Last Name

Screen Name

Email Address

Phone

[Other Info](#)

Upload Profile Image


Drag and Drop File Here

[+ Add File](#)

Image Preview :



[Upload](#)