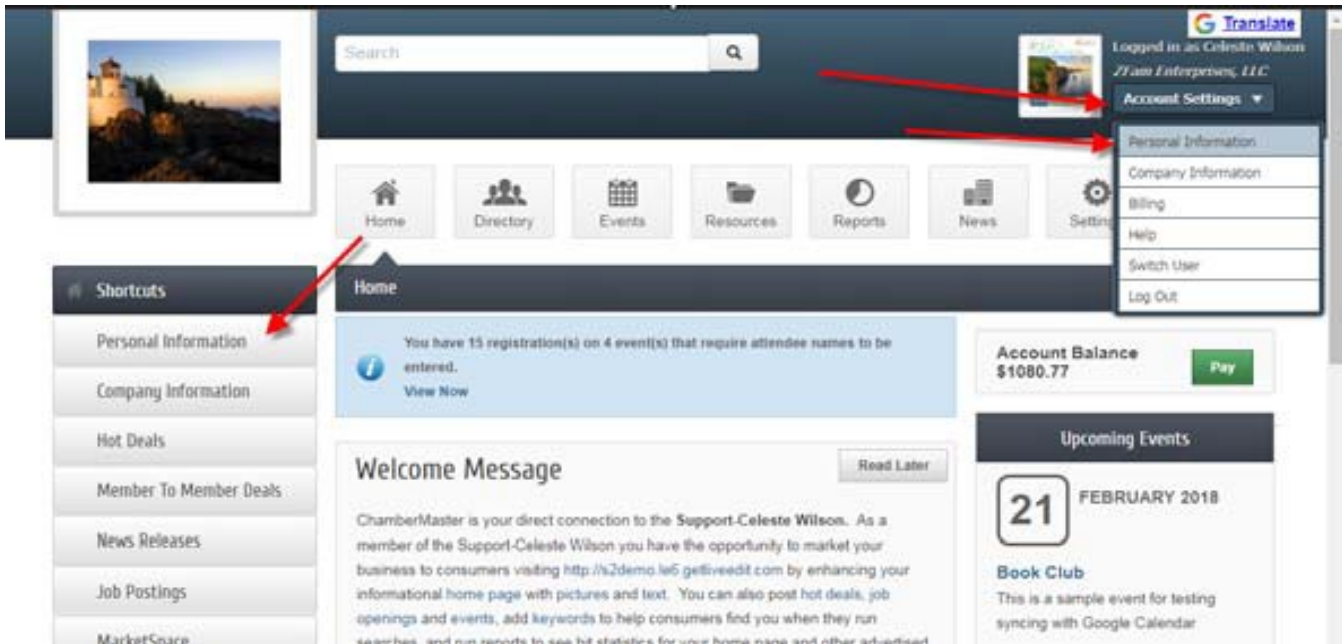


Updating Personal Information

You can either click on the Account Settings > Personal Information or click on Personal Information in the Shortcuts menu on the left side.



Edit your profile

Personal ☰

Profile

- Username / Password
- Photo
- Groups/Interests
- Social Networks
- Display Preferences
- Additional Information
- Linked Accounts

Company ☰

Billing ☰

Save Changes **Clear Changes**

My Profile

| | | | |
|--|--|---------------------|---|
| Prefix: | <input type="text"/> | Greeting: | <input type="text"/> |
| First Name: | <input type="text" value="Celeste"/> | Job Title: | <input type="text" value="Owner"/> |
| Middle Name: | <input type="text"/> | Contact Preference: | <input type="text" value="Mail"/> |
| Last Name: | <input type="text" value="Wilson"/> | Phone Preference: | <input type="text" value="Work Phone"/> |
| Suffix: | <input type="text"/> | Work Phone: | <input type="text" value="(800) 825-9171"/> |
| Address Line 1: <input type="checkbox"/> Copy Organization Information | <input type="text" value="24400 Smiley Road Suite 4"/> | Home Phone: | <input type="text" value="(800) 825-9171"/> |
| Address Line 2: | <input type="text" value="8008259171"/> | Cell Phone: | <input type="text" value="(800) 825-9171"/> |
| City: | <input type="text" value="8008259171"/> | Alt Phone: | <input type="text" value="(800) 825-9171"/> |
| State: | <input type="text" value="MN"/> | Fax: | <input type="text"/> |

Username/Password

Account Settings

- Personal
 - Profile
 - Username / Password**
 - Photo
 - Groups/Interests
 - Social Networks
 - Display Preferences
 - Additional Information
 - Linked Accounts

Username/Password

Edit My Username/Password

Username: [[Change](#)]

Password [[Change](#)]

Confirm Password

Upload a photo (if you belong to a group and your chamber/association has that group displaying on the website, your photo will be visible there as well)

Account Settings


- Personal
 - Profile
 - Username / Password
 - Photo**
 - Groups/Interests
 - Social Networks
 - Display Preferences
 - Additional Information
 - Linked Accounts
- Company

Photo

[Save Changes](#) [Clear Changes](#)

My Photo

This photo may be displayed publicly based on the settings of your organization. Common uses would be to display your photo when listing group or committee members on your organization's website.



+

Note: After clicking the '+' and selecting a new picture, the original picture will be deleted and no longer be available.

To display this photo to other members in the Member Information Center, make sure to choose "Allow my information to be displayed" in your Display Preferences.

See what groups or interests you are in or would like to sign up for

The screenshot shows the 'Groups/Interests' section of an account settings page. On the left is a sidebar with 'Account Settings' at the top, followed by 'Personal' (with a sub-menu icon) and 'Groups/Interests' (highlighted in green). Below these are 'Social Networks', 'Display Preferences', 'Additional Information', and 'Linked Accounts'. At the bottom of the sidebar are 'Company' and 'Billing', each with a sub-menu icon. The main content area has a dark header 'Groups/Interests' with 'Save Changes' and 'Clear Changes' buttons. Below the header is the title 'My Groups/Interests'. Under 'Groups', there is a 'Select All' checkbox, a 'Car Show' section with a 'Lakeside Car Show' checkbox, and a 'Relocation' section with a 'Realtors - Realtors that are part of the Chamber' checkbox. Under 'Interests', there is a 'Select All' checkbox and a 'Mailing Lists' section with a 'Relocation' checkbox. At the bottom of the main area are 'Save Changes' and 'Clear Changes' buttons.

Add your social networks

The screenshot shows the 'Social Networks' section of an account settings page. On the left is a sidebar with 'Account Settings' at the top, followed by 'Personal' (with a sub-menu icon) and 'Social Networks' (highlighted in green). Below these are 'Display Preferences', 'Additional Information', and 'Linked Accounts'. At the bottom of the sidebar are 'Company' and 'Billing', each with a sub-menu icon. The main content area has a dark header 'Social Networks' with 'Save Changes' and 'Clear Changes' buttons. Below the header is the title 'My Social Networks'. There are three input fields for social media URLs: 'LinkedIn:' with the value 'http://linkedin.com/in/' and a 'Verify URL' link; 'Facebook:' with the value 'http://facebook.com/pages/' and a 'Verify URL' link; and 'Twitter:' with the value 'http://twitter.com/' and a 'Verify URL' link. At the bottom of the main area are 'Save Changes' and 'Clear Changes' buttons.

Edit your display preference (for the online directory or in the MIC)

Account Settings

- Personal
- Profile
- Username / Password
- Photo
- Groups/Interests
- Social Networks
- Display Preferences**
- Additional Information
- Linked Accounts
- Company
- Billing

Preferences

Save

My Preferences

Select which items should display for the public and which items should display for other members.

| Public | Members | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Allow my information to be displayed (displays First and Last name) |
| <input type="checkbox"/> | <input type="checkbox"/> | Full Name (prefix, middle, suffix) |
| <input type="checkbox"/> | <input type="checkbox"/> | Job Title |
| <input type="checkbox"/> | <input type="checkbox"/> | Email Address |
| <input type="checkbox"/> | <input type="checkbox"/> | Work Phone |
| <input type="checkbox"/> | <input type="checkbox"/> | Cell Phone |
| <input type="checkbox"/> | <input type="checkbox"/> | Fax number |
| <input type="checkbox"/> | <input type="checkbox"/> | Social Networks |
| <input type="checkbox"/> | <input type="checkbox"/> | Address Information |

Save Changes Clear Changes

Additional Information (Should the chamber/organization request additional information from you)

Account Settings

- Personal
- Profile
- Username / Password
- Photo
- Groups/Interests
- Social Networks
- Display Preferences
- Additional Information**
- Linked Accounts
- Company
- Billing

Custom Fields

Save Changes Clear Changes

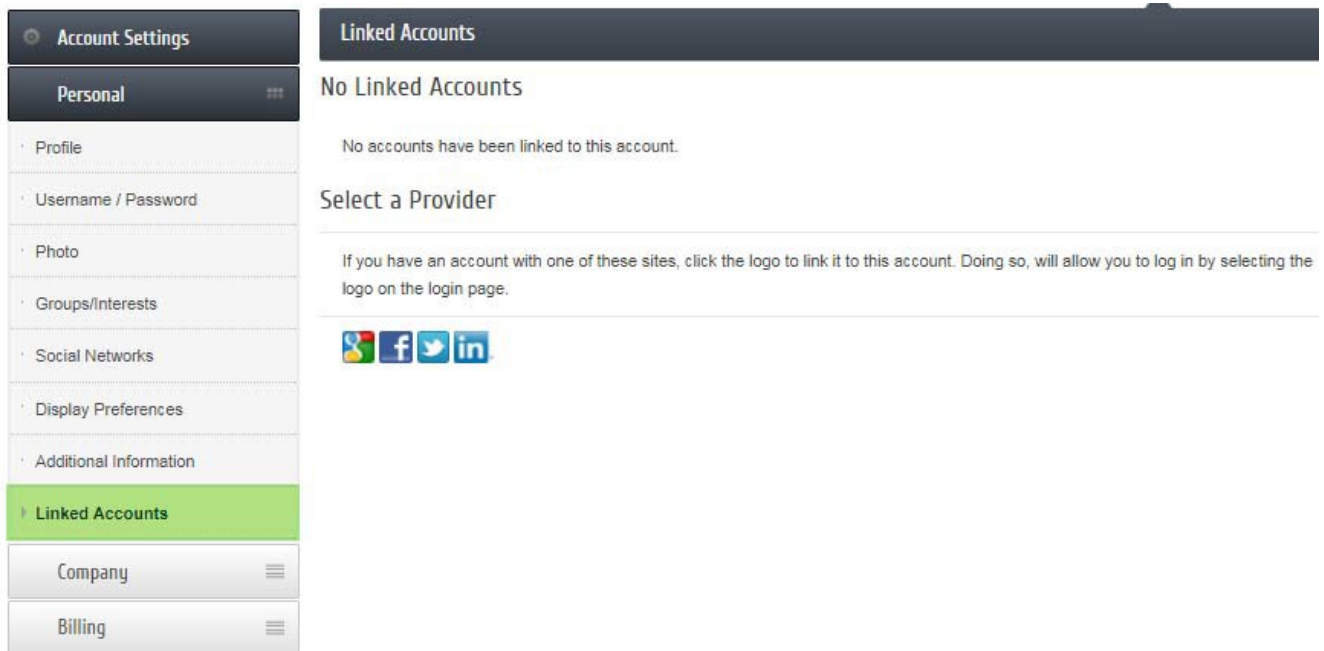
My Custom Fields

1 Directory Listing

Yes / No

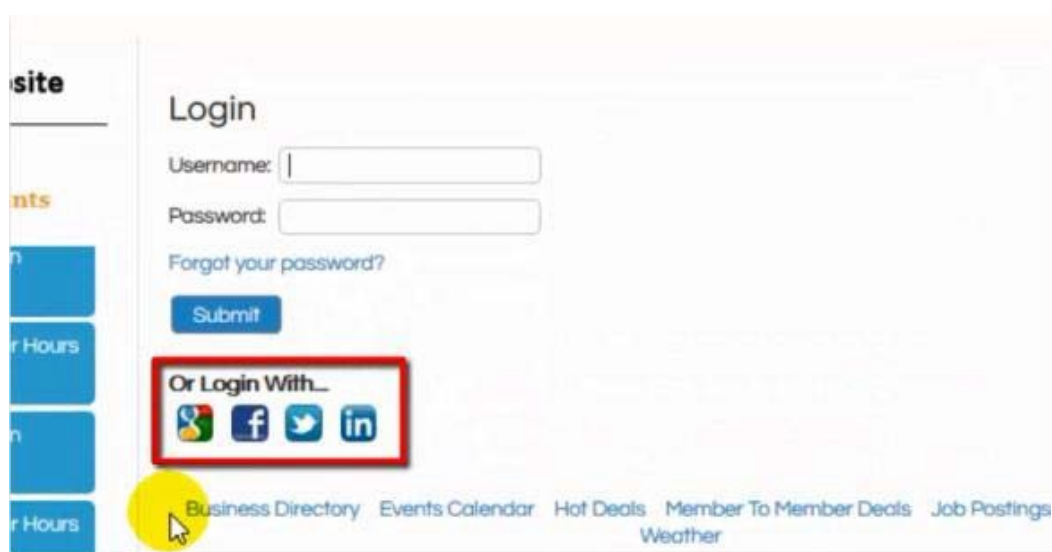
Save Changes Clear Changes

Linked Accounts (you can log into the MIC using Facebook, Twitter, etc.)



The screenshot shows the 'Account Settings' interface. On the left is a sidebar menu with options: Account Settings, Personal, Profile, Username / Password, Photo, Groups/Interests, Social Networks, Display Preferences, Additional Information, **Linked Accounts** (highlighted in green), Company, and Billing. The main content area is titled 'Linked Accounts' and displays 'No Linked Accounts'. Below this, it states 'No accounts have been linked to this account.' and 'Select a Provider'. A message reads: 'If you have an account with one of these sites, click the logo to link it to this account. Doing so, will allow you to log in by selecting the logo on the login page.' Below the message are icons for Google, Facebook, Twitter, and LinkedIn.

From the login you can login using your linked account.



The screenshot shows a website's login page. On the left is a sidebar with a 'site' logo and several blue buttons. The main content area is titled 'Login' and contains a 'Username:' input field, a 'Password:' input field, a 'Forgot your password?' link, and a blue 'Submit' button. Below the 'Submit' button is a red-bordered box containing the text 'Or Login With...' and icons for Google, Facebook, Twitter, and LinkedIn. At the bottom of the page, there is a navigation bar with links: Business Directory, Events Calendar, Hot Deals, Member To Member Deals, Job Postings, and Weather. A yellow circle with a mouse cursor is positioned over the 'Business Directory' link.