

User Profile

All users with an Extend account can access their user profiles where they can explore information associated with their accounts.

User profiles display:

- First and last name
- User (login) name
- E-mail address
- Assigned user roles

On the User Profile page, you can set up your default Layout Manager, Media Manager, and User Manager filters, select your default sign in page and Workflow e-mail settings, and create a new password.

1. Point to **Account**, then click **User Profile**.
2. In the **First Name** field, enter your first name.
3. In the **Last Name** field, enter your last name.
4. Click **Save**.

Related Topics

- [Changing your Name](#)
- [Updating Your E-mail Address](#)
- [Changing Your Extend Password](#)
- [Selecting Your Default Sign In Page](#)
- [Setting Your Default Filters](#)
- [Advanced Settings](#)
- [Selecting Your Workflow Options](#)
- [Setting Your Default Content Display Options](#)
- [Attributes](#)
- [Managing Your User Links](#)