



Your Profile

June 2021

Version 2



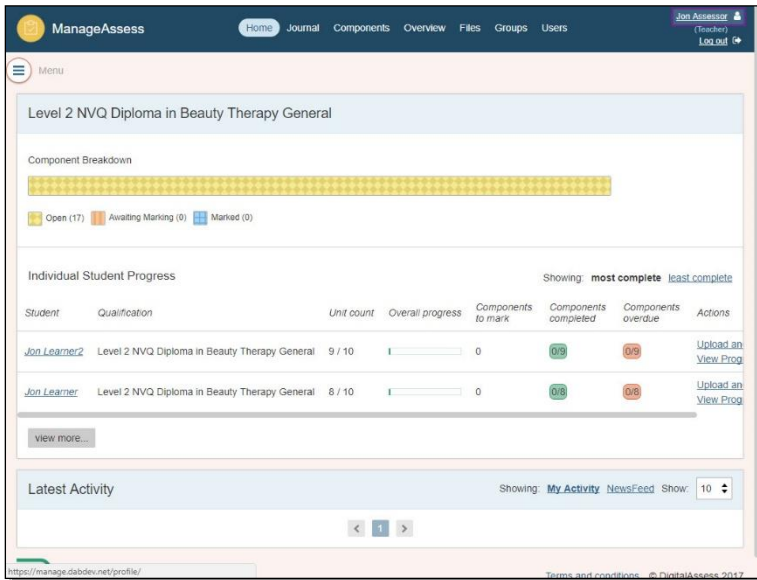
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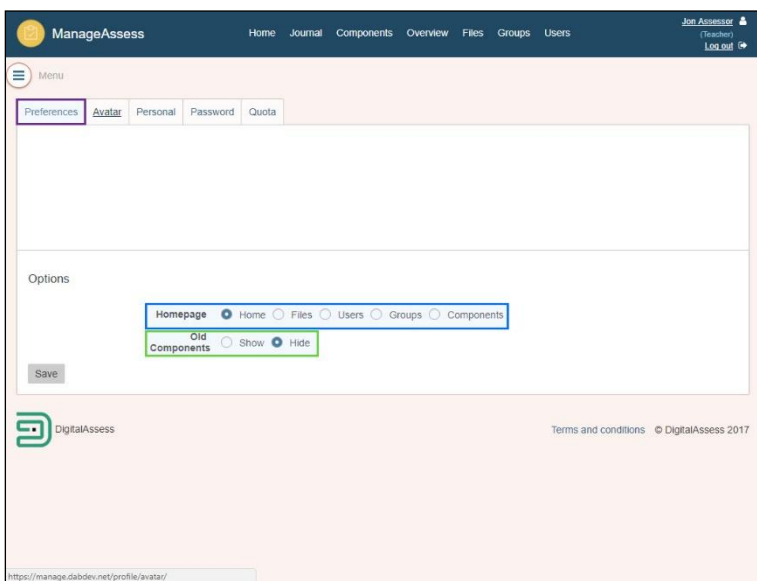
1. Your Profile

1) Select your name link.



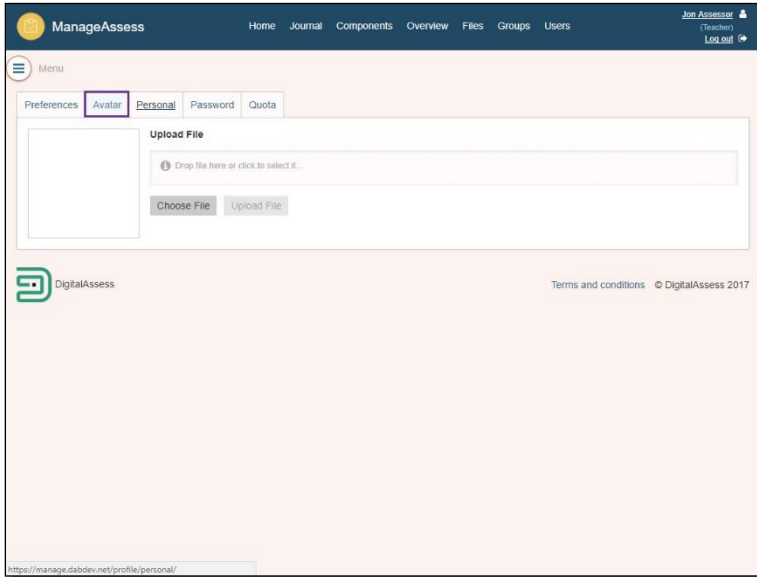
2) On the Preferences tab, you can set your Homepage preference. This means you can choose where you will land within the system after logging in.

You can also show or hide units that have been marked/signed off by the IQA

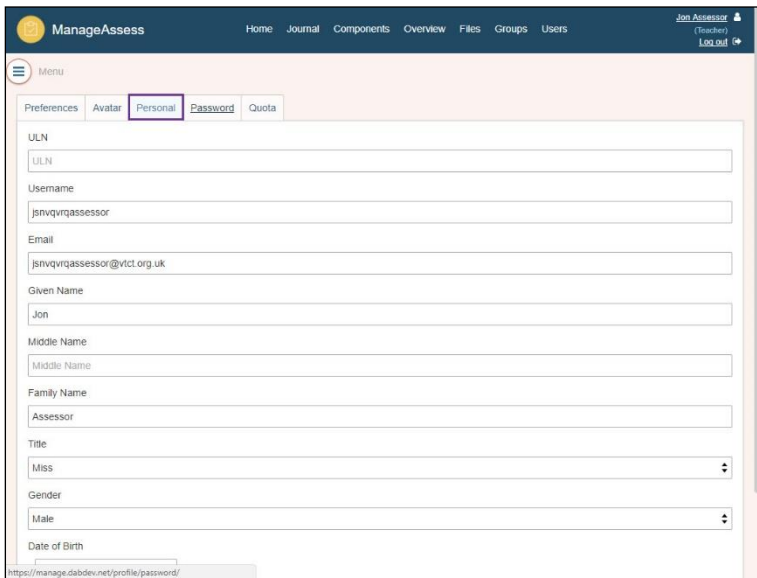




3) On the Avatar tab you can upload your Avatar picture.



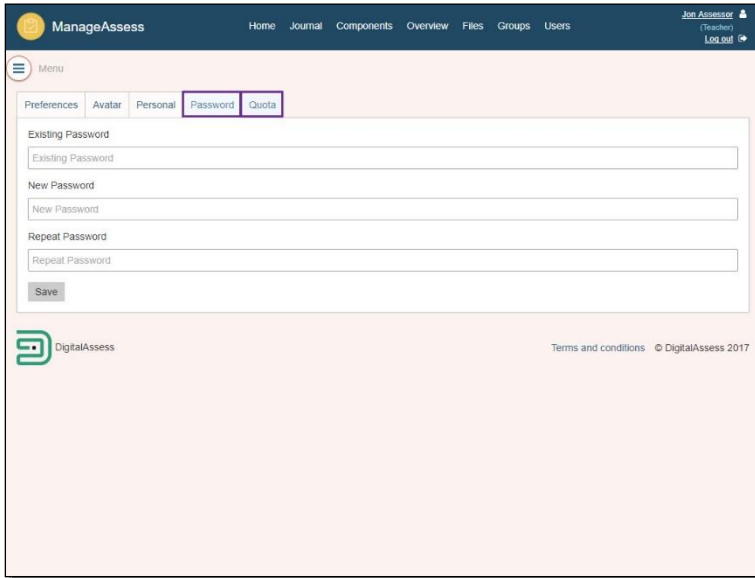
4) On the Personal tab you can edit your personal details and username/email address.





5) On the Password tab you can change your password.

Text Caption : Please ignore the Quota tab.





Document amendment history page

Version	Document Owner	Issue Date	Changes	Role
1	Customer Support Manager	10/07/2019	New document	Customer Support Manager
2	Customer Support Manager	29/06/2021	Document title change	Customer Support Manager

Document Review

Role	Review Status
QA and Technical Manager	Reviewed

Document Owner

Document Owner	Document shared with
Customer Support Manager	

Document Sign-off

Role	Sign-off Date
Customer Support Manager	10/07/2019