

Changing Your User Profile and Password

To change/update your User Profile, Login to our new website (<https://www.MountainMeadowQuilters.org>). If you lose these instructions, you will find additional instructions within the 'Documentation' folder under 'Documentation' 'MMQ Membership Profile Change Instructions'.

After logging into the website, you will see the 'Login Welcome' page. Click on 'Modify Profile'.



Login Welcome

Welcome Michael Carriger

[Modify Profile](#)

This will open up a new window that you can either re-size or scroll down. This new window will contain your personal profile. You may change/update any of the information **EXCEPT YOUR USERNAME**. Your username is set up once and cannot be changed.

All items within your personal profile with an Asterix (*) next to it are required items. You may change/update the information but you **CANNOT LEAVE IT BLANK**.

To change/update any information, simply delete the existing information and enter in the new/updated information.

To change your personal password, go all the way to the bottom of the profile window (you will probably need to scroll down) to '**New Password?**' There are two blank entry lines. You will need to type in the new password twice; once on each line. When you are satisfied, click on '**Save All Changes**' at the very bottom of the 'My Profile' window. All changes made to your profile are now saved within the website database.

See example of Profile on next page. When opening your profile, only your information will appear.



Home

Even

Login Welcome

Welcome Michael Carriger

[Modify Profile](#)

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My Profile - Mozilla Firefox
https://mountainmeadowquilters.org/?s2member_profile=1

Username * (cannot be changed)
MichaelCarriger

Email Address *

First Name *

Last Name *

Display Name *

Street Address *

City *

State *

Zip Code *

Phone *

Cell Phone

Separate Mailing Address

Birth Month/Day

Year of Membership
michaelcarriger

New Password? (please type it twice)
Only if changing password, otherwise leave blank.
●●●●●●●●

Strength Indicator

Yes, I want to receive updates via email.