

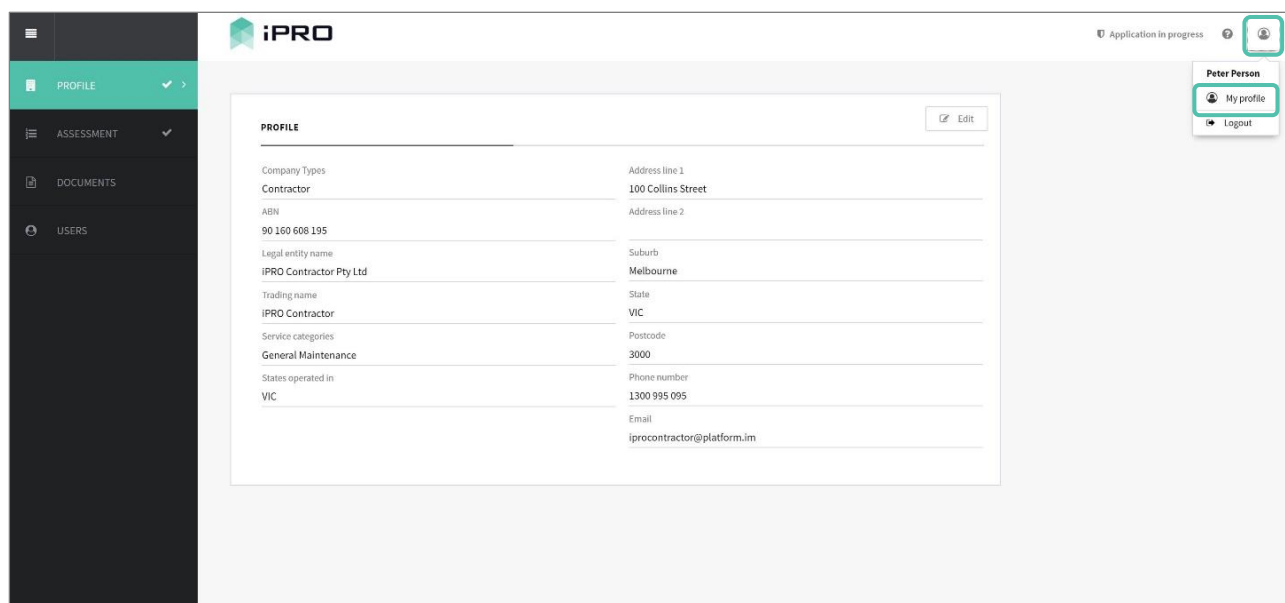
Change Member Password

Quick Tips

- From time to time we need to change our password; this guide will help you.

Change Password

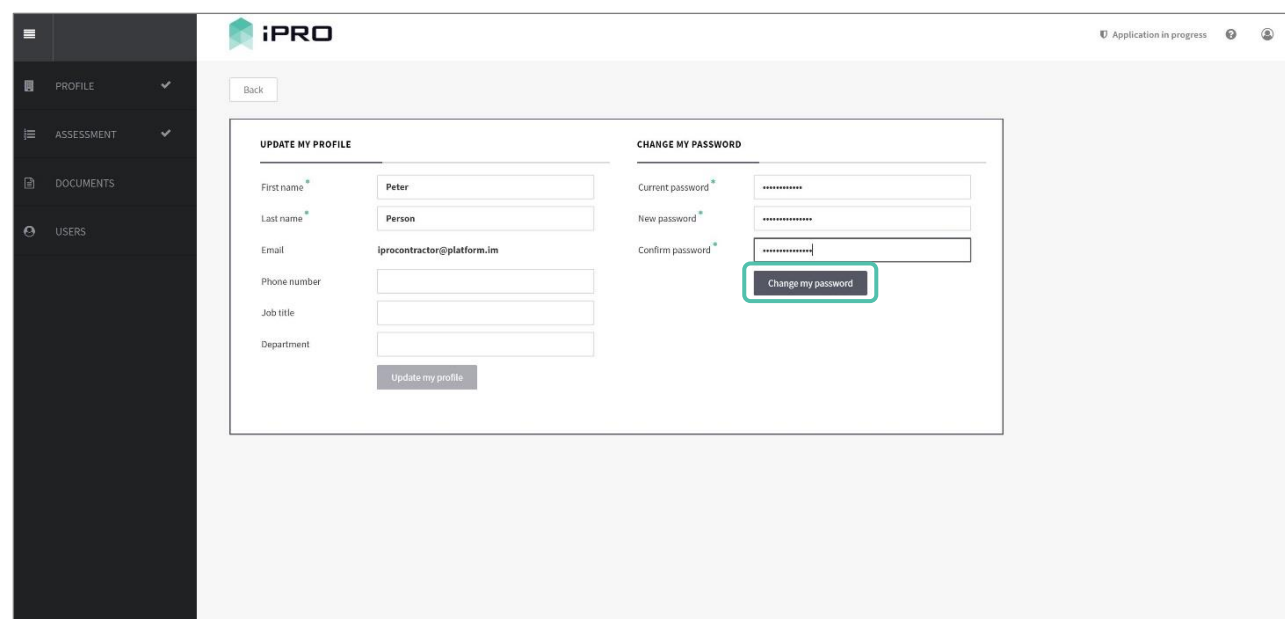
1. Click the very top right hand icon.
2. Select **'My Profile'** from the drop down menu (refer below).



The screenshot shows the iPRO user interface. On the left is a dark sidebar with navigation links: PROFILE, ASSESSMENT, DOCUMENTS, and USERS. The main area displays the 'PROFILE' page. At the top right, there is a user profile icon with a dropdown menu. The 'My profile' option is highlighted with a red box. The profile page itself has an 'Edit' button and a form with various fields for user information.

PROFILE	
Company Types	Address line 1
Contractor	100 Collins Street
ABN	Address line 2
90 160 608 195	
Legal entity name	Suburb
iPRO Contractor Pty Ltd	Melbourne
Trading name	State
iPRO Contractor	VIC
Service categories	Postcode
General Maintenance	3000
States operated in	Phone number
VIC	1300 995 095
	Email
	iprocontractor@platform.im

3. The following screen will display.



The screenshot shows the iPRO user interface with the 'CHANGE MY PASSWORD' section highlighted. The 'Change my password' button is highlighted with a red box. The form includes fields for current password, new password, and confirm password.

UPDATE MY PROFILE	
First name *	Peter
Last name *	Person
Email	iprocontractor@platform.im
Phone number	
Job title	
Department	
Update my profile	

CHANGE MY PASSWORD	
Current password *	*****
New password *	*****
Confirm password *	*****
Change my password	

4. Complete the current password.
5. Complete the new password.
6. Confirm the new password.
7. Click **'Change my password'** (refer above).