

How to Update Name and Profile Picture

Here's how you can update your name and profile picture in ProProfs Help Desk:

Step 1: Navigate to **My Account**, locate the field for **Name** and edit your credentials below it.

Account Type: Enterprise yearly Upgrade

Inboxes: All

Your Time Zone: (GMT-06:00) Central Time (US & Canada)
(change this)


Name:

Email Address:


Change Password

Office Phone:

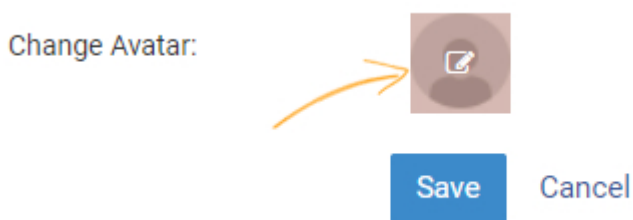
Cell Phone:

Signature: Thanks and Regards,

CEO.

API key:

Change Avatar: 

Step 2: You can change your profile picture by clicking the **Change Avatar** icon.



Step 3: In the pop-up window, select a pre-existing avatar or upload your own with **Choose File** option. Once done, click on **Save**.

