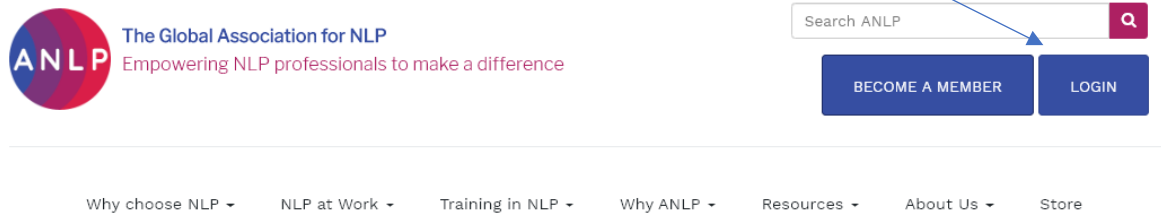


How to Update your Profile

1. Log In using your registered email address and password

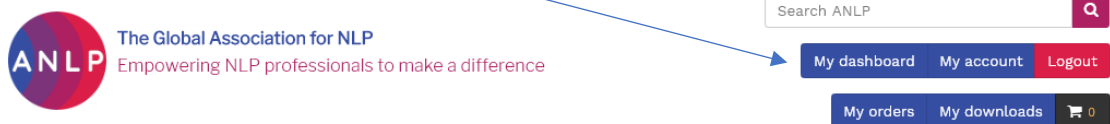


Login to your account

The screenshot shows a "Login" form. It has two input fields: "Email address" with the value "Kali@example.com" and "Password" with masked characters "*****". Below the password field is a checkbox labeled "Remember me". At the bottom left of the form is a link "Forgot your password?". At the bottom right is a "Login" button.

[I don't have an account](#)

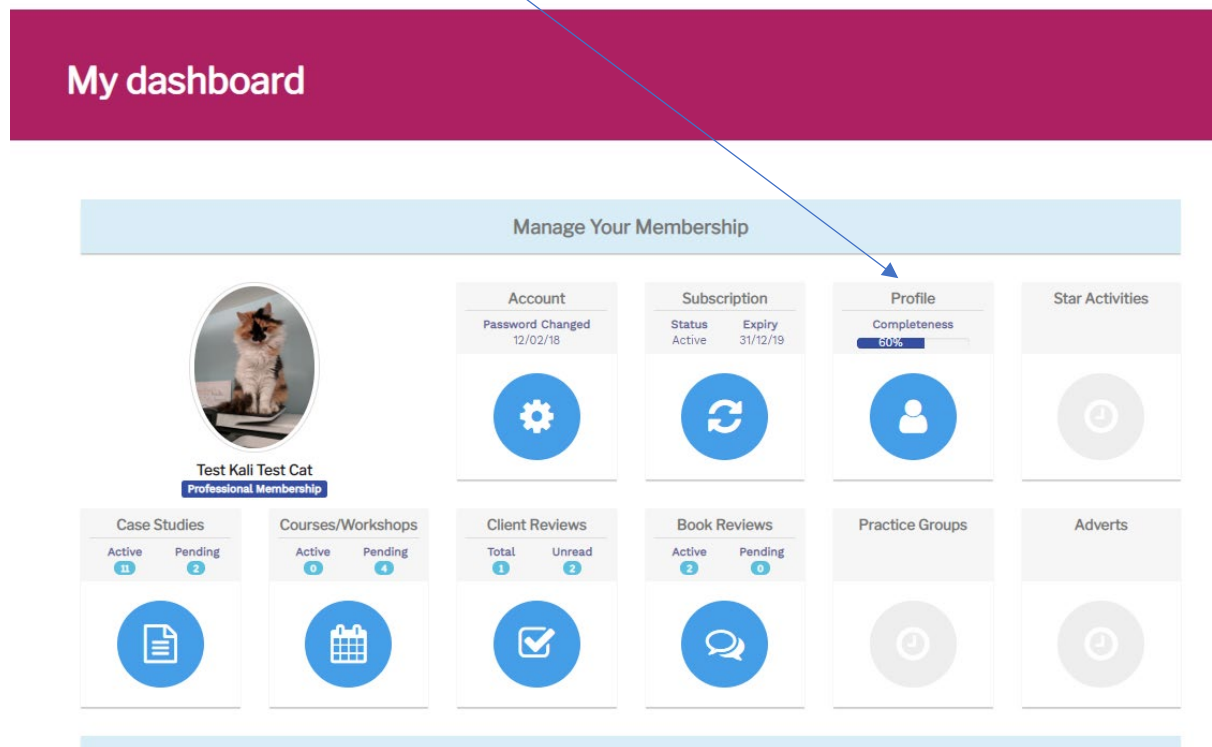
2. Select 'My Dashboard'



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How to Update your Profile

3. Select 'Profile'





4. Edit the various tabs on your profile – Basic profile, details (contact details), Social Media (links to your online accounts), certifications (your NLP qualifications) and specialised skills. **Remember to scroll down and click save.**

Edit profile

Basic profile [Your details](#) [Social accounts](#) [Locations](#) [Qualifications](#) [Skills](#)

Profile photo



[Choose file](#) 

After upload the image will be automatically adjusted to 200 x 200 pixels

Summary (Word count = 22)

Add enough words to your profile summary to ensure your summary can be read when you are searched for on the website

Maximum of 25 words and minimum of 15 words. Used when viewed in short form. For example in search results

Details

Words: 3

[Cancel](#) [Save](#)