

Edit Your Profile/Update Account Settings

Once you have an Edmodo account, you may wish to update your profile and customize your personal account.

To edit your profile:

1. Click on “**Profile**” at the top-right of your Edmodo screen.

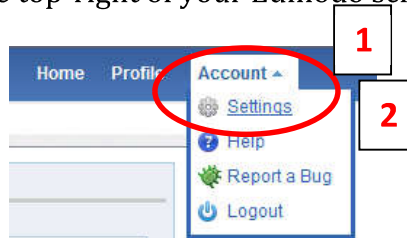
The screenshot shows the Edmodo profile page for Mrs. Stacey Pasquel. The page includes a header with the Edmodo logo, a search bar, and navigation links for Calendar, Grades, Library, Home, Profile, and Account. The profile itself features a profile picture, name, and a bio. Key features are highlighted with numbered callouts:

- 1**: Points to the "Profile" link in the top navigation bar.
- 2**: Points to the "Edit About" button in the "About" section.
- 3**: Points to the "Add a Previous School" button below a map of the United States.
- 4**: Points to the "Find New Connections" button in the "Connections" section.
- 5**: Points to the "Browse Communities" button in the "Communities" section.

2. You can edit your “**About**” information (you may wish to write a short bio about yourself).
3. You can **add previous schools** you have worked at. You can edit your “About” information (you may wish to write a short bio about yourself).
4. You can **connect with other Edmodo members** (allows you to send direct messages).
5. You can **browse/join communities** and connect with Edmodo members across the world.

To edit your account settings:

1. Click on “**Account**” at the top-right of your Edmodo screen.
2. Click on “**Settings**”.



3. You can **upload a photo**, or choose from Edmodo’s clipart images
4. You can set **notifications** (choose **e-mail or text message**) Click on the notifications drop-down menu to choose from e-mail or text notifications. E-mail notifications will be sent to the e-mail address associated with your Edmodo account. If you select text notifications, enter your 10-digit phone number and select your current mobile provider. You will need to verify your phone number in order to enable text alerts. Then choose the **type of notifications** you would like to receive by checking the box next to one or more of these choices: **Alerts, Notes, Direct Messages, Replies, New Group Members, Group Join Requests.**
5. You can **change/update personal information** (username, password, etc.)
6. **Privacy**- teachers may choose to block connection requests or only make their profile visible to their personal network by checking the appropriate box under privacy settings (lower right-hand section of Settings page).

