



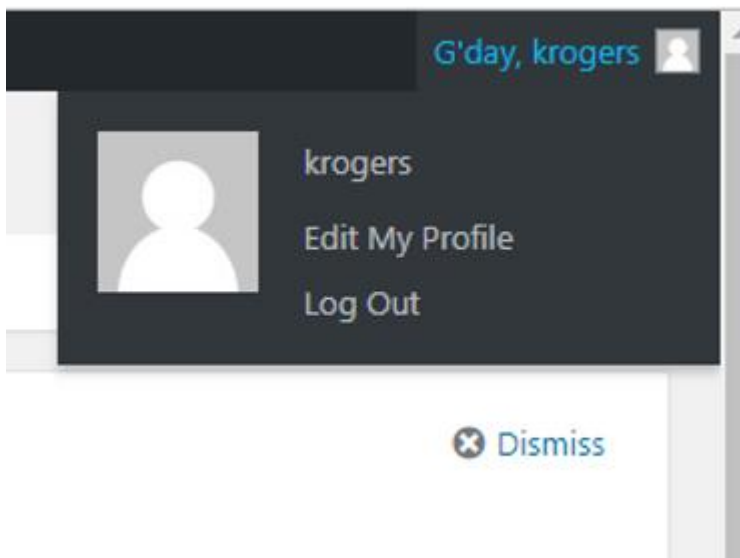
BowlsLink Your Profile

Your profile is an important aspect of the WordPress system. It allows you to customise how WordPress looks, update your password and change the email address used for the webmaster.

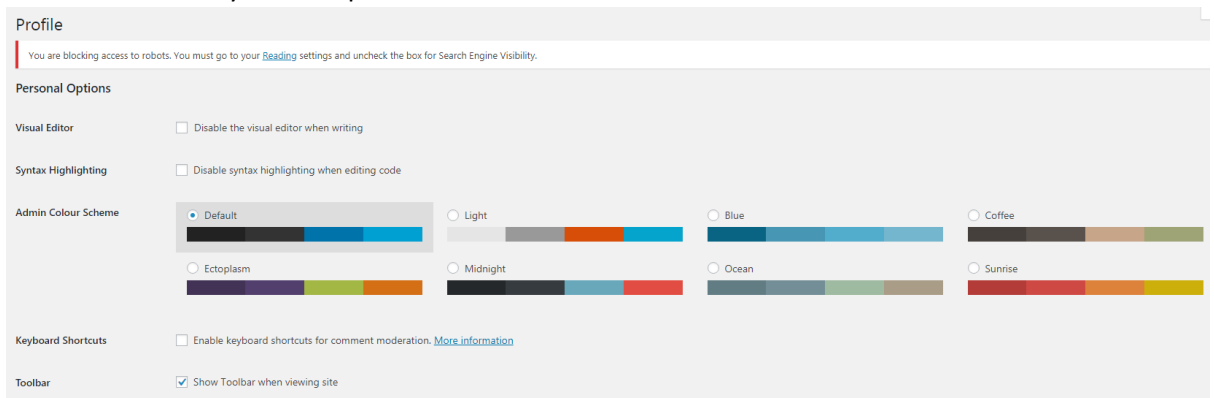
Updating Passwords.

To update your password follow the steps below.

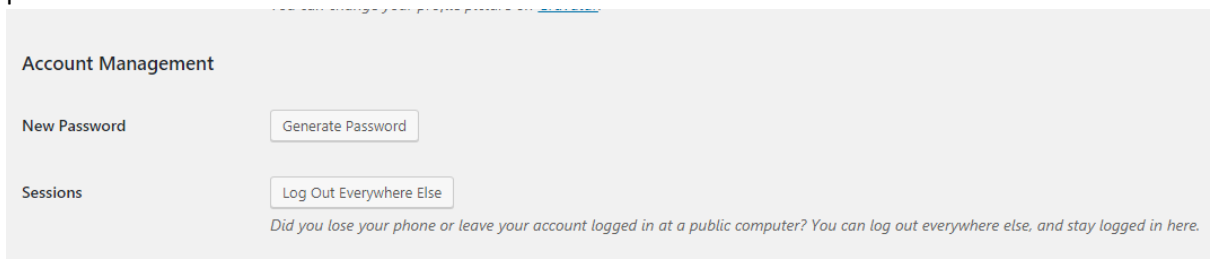
1. Locate your profile in the top right (*G'day username*)



2. Click on the Edit my Profile option. You will be taken to a screen similar to the one below.



3. Scroll to the account management section of the page. Where you will see a generate password button.





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4. Click the generate password option.

You can change your profile picture on [Gravatar](#).

Account Management

New Password

Strong

5. This will give you a huge password. You can overwrite this password with one of your own. Your password will need to be at least medium level so at least 8 characters, Capitals, lowercase, numbers and/or symbols or it will not be accepted. Once done click the update profile button at the bottom of the page .

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6. You know you have succeeded in changing the password when you get Profile Updated message with the green marking, as below.

Profile

You are blocking access to robots. You must go to your [Re](#)

Profile updated.

Personal Options

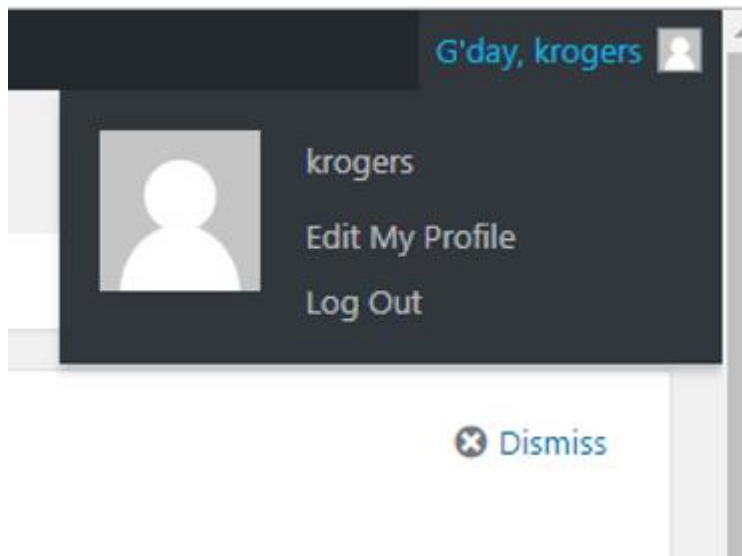


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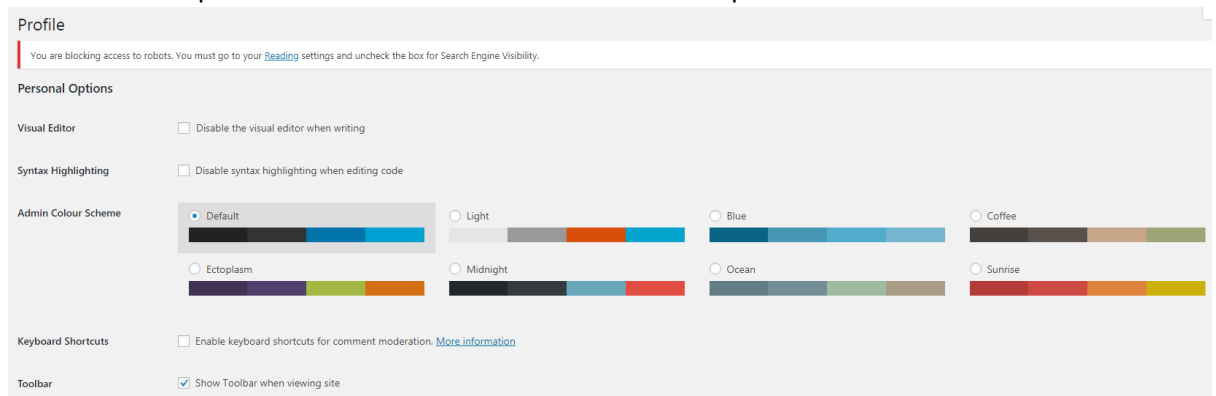
Changing colours.

You can change the way the administration of your website looks. This allows you to find colours that work for you. **This doesn't change the colours on your website just in wordpress.**

1. Locate your profile in the top right (G'day username)



2. Select from the predefined colour schemes available in wordpress.



3. As you make your selection the schemes will change



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The screenshot shows the WordPress admin dashboard for 'Stration Bowling Club'. The left-hand navigation menu is expanded to the 'Users' section, which includes options for 'All Users', 'Add New', 'Your Profile', and 'User Role Editor'. The 'Your Profile' option is selected, leading to the 'Profile' page. The page displays a notification: 'You are blocking access to n...' (partially obscured) and another notification: 'Profile updated.' Below these are 'Personal Options' including 'Visual Editor', 'Syntax Highlighting', and 'Admin Colour Scheme'.

4. Once done click the update profile button at the bottom of the page .



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Update Profile

5. You know you have succeeded in changing the password when you get Profile Updated message with the green marking, as below.

Res'. Below that is a green success message: 'Profile updated.' The page also shows the start of a 'Personal Options' section."/>

Profile

You are blocking access to robots. You must go to your [Res](#)

Profile updated.

Personal Options



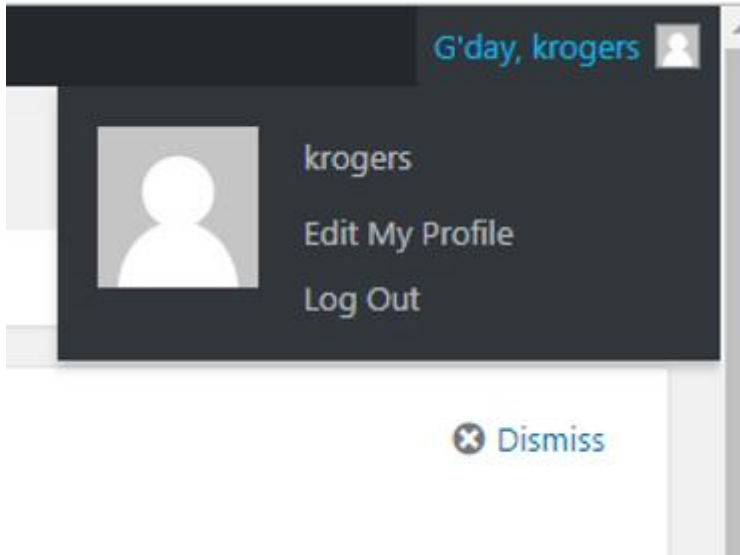
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Changing email address

The email address used for the website is important, as it provides a way for people to contact the webmaster by default. We recommend that this be a generic club email address.

1. Locate your profile in the top right (*G'day username*)



2. Scroll to the contact info section

Contact Info	
Email <i>(required)</i>	<input type="text" value="krogers@bowls.com.au"/>
Website	<input type="text"/>
Google+	<input type="text"/>



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3. Here you can alter the email to a generic club one.
4. Once done click the update profile button at the bottom of the page .

A screenshot of a web form for updating a profile. The form is light gray and contains several input fields. On the right side, there are three rows, each with a checkbox and the text "Dis" followed by "Remov". At the bottom left of the form, there is a blue button with the text "Update Profile".

5. You know you have succeeded in changing the password when you get Profile Updated message with the green marking, as below.

A screenshot of a web page showing a confirmation message. The page has a light gray background. At the top, the word "Profile" is displayed in a large, bold font. Below it, there is a red vertical bar followed by the text "You are blocking access to robots. You must go to your [Re:](#)". Below this, there is a green vertical bar followed by the text "Profile updated.". At the bottom, the text "Personal Options" is partially visible.