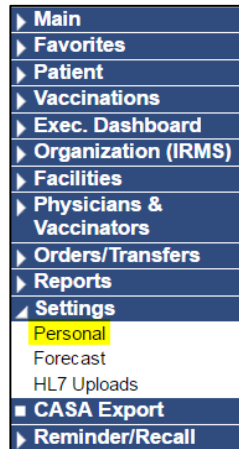


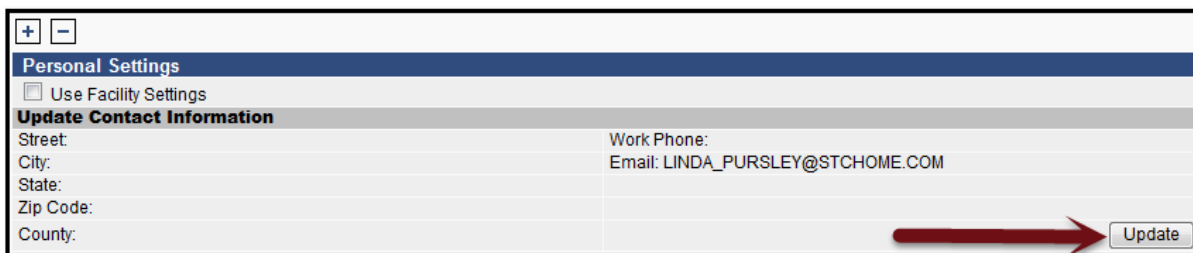
## Adding/Updating Your Email Address from Personal Settings

In order to use the Forgot Password link on the IWeb login page, you must have a unique, valid email address associated with your user account. You can add or update your email address using Personal Settings. After saving, your user account record is updated with the new email address.

1. Log in to IWeb and click the **Settings > Personal** menu link.



2. On the Personal Settings page that opens, click the **Update** button located in the Update Contact Information section.



3. Enter your email address and click **Save**.

