## Editing Your AgPloyer Account/Profile

Once you have created your AgPloyer account and completed your profile you will be taken to your dashboard.

From the dashboard, you may edit your profile by clicking on "Manage Profile", purchase job posting packages or upgrades by clicking on "Purchase More Job Posting Credits", purchase database access by clicking on "Purchase Profile Database Access", view your current advertised jobs by clicking on "Your Jobs", or review purchased

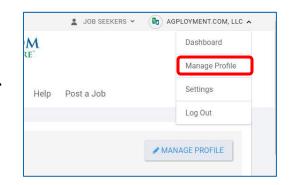
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packages and upgrades by clicking on "Your Purchases".

You can access the dashboard anytime by navigating to the top right corner of your screen, clicking on your company name in the top bar menu, and selecting "Dashboard" (as shown in the image to the right).

You may edit your profile directly by selecting "Manage Profile" from the same dropdown menu.

Don't forget to add any other Authorized Account Users, or we will not be able to assist them regarding the account at any time.



If you select "Settings" from the dropdown menu you will be taken to the page shown to the right. Here you can edit your email address and the password for your AgPloyer account.

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By clicking on "Manage Profile", either from the dashboard or the dropdown menu in the top bar, you will be taken to the same page used when you set up your AgPloyer account. If you did not complete your profile when your account was set up, well, there's no time like the present!

Follow the steps in Chapter 3 (beginning on page 12 of this help guide) to complete/edit your profile.

When you have completed your changes, click on the "Update" button in the bottom right corner to save your changes.