Bimplus Benutzerkonto verwalten

You can check and change your user data stored on Bimplus at any time.

Each registered Bimplus participant can store the following user data on Bimplus:

- **Profile picture**
- **Title**
- **First name** (mandatory)
- **Last name** (mandatory)
- **Company** (mandatory)
- **Email** (mandatory)
- **Password** (mandatory)
- **Telephone**
- **Mobile phone**
- **Language**

In addition, the *team owner* is authorized to change the following information:

- **Team name**

To change the data stored in your Bimplus user account

This is only possible if ...

You are signed in to the **BIMPLUS** web portal (see "Signing in to the **BIMPLUS** web portal")

1. Go to the title bar of the **BIMPLUS** web portal and click your (user) name or profile picture.

   You can see the user menu.

2. Click ⚙ **Account settings** on the user menu.

   You can see the **Account settings** form.

3. *To add or change your profile picture*
   Click the frame of the picture or the picture itself. In the **Open** dialog box, select the required image file and click **Open**.

4. *To change your email address or password*

   Click ✎. You can see the **Change email** or **Change password** dialog box. Enter the new email address or password twice and click **Change**.

5. *To add or change other details*
   Add or change the relevant details.

6. Click **UPDATE** at the bottom of the **Account settings** form.

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