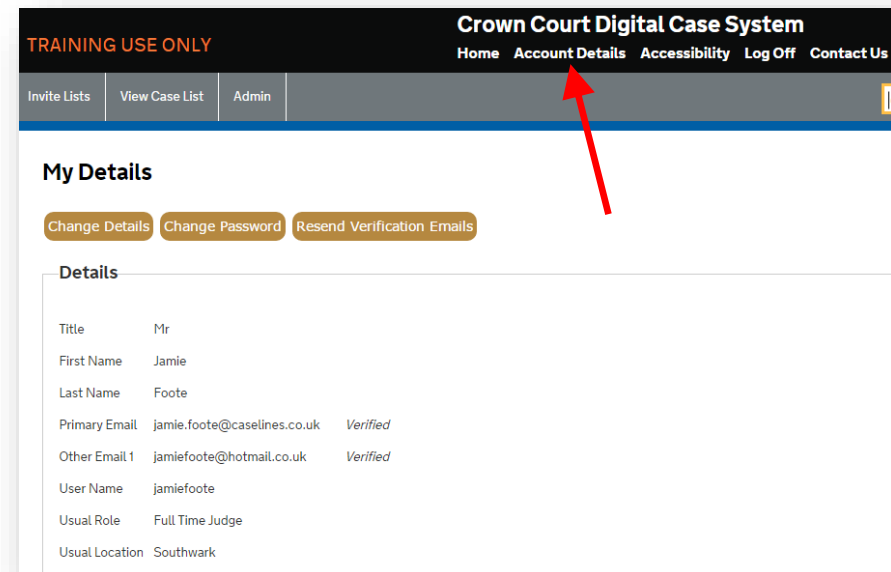# MANAGE ACCOUNT DETAILS

ACCOUNT DETAILS

Click **Account Details** in the menu at the top of the page in order to:

- Review account details
- Change account details
- Change password
- Resend verification emails

CHANGE DETAILS

Click **Change Details** to change:

1. name
2. role
3. location

Additional email addresses and role notes such as your actual role title if it's not listed as one of the **Role** dropdown options can be added if needed.

Click **Save** to save details.

Change My Details

Details

Title	Mr
First Name	Jamie
Last Name	Foote
Primary Email	jamie.foote@caselines.co.uk
User Name	jamiefoote
Role	Fee Paid Judge
Location	Southwark (SW)
Other Email 1	
Other Email 2	
Other Email 3	
Role Note	

Save

CHANGE PASSWORD

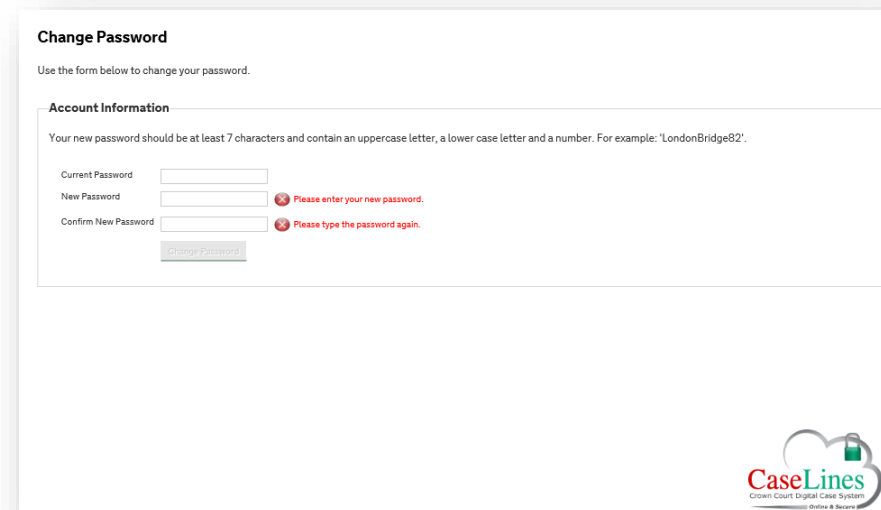From **Account Details**:

Click **Change Password**.

Type in current password.

Type in a new password in Confirm New Password box.

Click on the eye icon to view password and ensure it has been entered correctly.

ⓘ   *Please be aware that password must be at least 7 characters long containing at least one upper case letter, one lower case letter and a number.*

Click **Change Password**.

Change Password

Use the form below to change your password.

Account Information

Your new password should be at least 7 characters and contain an uppercase letter, a lower case letter and a number. For example: 'LondonBridge82'.

Current Password

New Password   ✖ Please enter your new password.

Confirm New Password   ✖ Please type the password again.

Change Password