

Edit User

Version 7

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Site administrators and moderators can edit another user's profile via the Control Panel.

1. Click the gear icon > **Control Panel** > **People** > **Manage People**.
2. Search for the user.
3. For the user, click the gear icon > **Edit**.
4. The Edit Profile page will open. Make changes to the user's profile.
5. Click **Save**.

tags : site-administrator