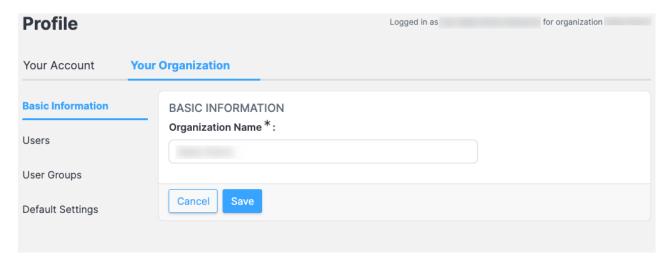
## **Updating account information**

07/23/2024 8:58 am EDT

If you have administrative account permissions, you can update your organization's information by going to the *Profile* link in the lower section of the left navigation bar and selecting *Organization*.

## **Basic Information**

If your organization's name changes, it can be updated on the *Basic Information* screen. However, it is usually best to contact your account manager if a change needs to be made here. Be very careful making changes here.



## **Default Settings**

The organization's *Default Weighting Scheme* can be changed on the *Default Settings* page. Please speak with your account manager before making any changes here.

