

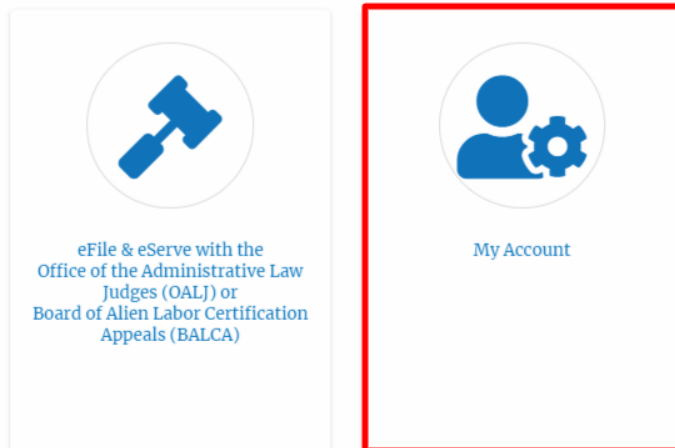


### HOW TO EDIT YOUR USER PROFILE?

1. Click on the **My Account** tile from the main dashboard.

#### Dashboard

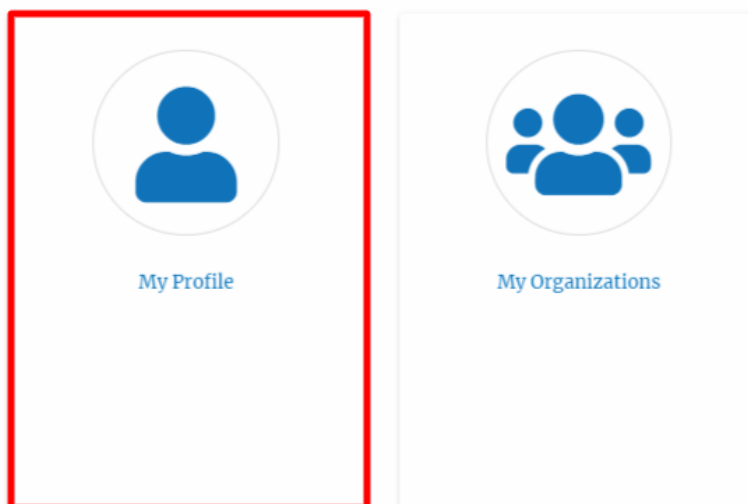
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2. Click on the **User Profile** tile from the My Account page.

#### My Account

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3. Edit the fields in the displayed form.

## My Profile

**First Name \*** [Help ?](#)

**Middle Name**

**Last Name \***

**Suffix**

**Organization \***

Select the Organization.

**Country \***

Select country from the list.

**Address 1 \***

**Address 2**

**Address 3**

**City \***



## eFile and eServe

**State \***

Illinois

**Zip Code \***

58463

Zip code format should be : NNNNN (optionally NNNNN-NNNN) (N-Number, A-Alphabet)

**Time Zone**

- None -

**Main Phone Number \***

8354525255

International phone number formats are supported

**Mobile Phone Number**

02546545514

International phone number formats are supported

**Email Address**

chris.lindholm@gmail.com

This is the email used to login to the system. You cannot edit/change this value.



I am an attorney

**User Type**

Court Reporter

**Terms & Conditions of Use**

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB, and ECAB) of the U.S. Department of Labor (DOL). DOL reserves the right, in their sole discretion, to modify, alter or otherwise update these Terms and

Save

Cancel



## eFile and eServe

4. Select the checkbox if you are an attorney and click the **Save** button.

I am an attorney

**User Type**

Court Reporter

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**Save** **Cancel**

5. The data will be saved, you will be taken to the main dashboard and a confirmation message will be displayed.

### Dashboard

