

Updating a Username

There may be instances when a user needs to change their name in FYDO. This can be done by the user themselves, by following the steps below.



1. Hover over **User Profile** (*Your Initials*)
2. Select **Edit Profile**



3. While on the **User Details** tab, select **Edit**



4. Amend the required **First Name** or **Surname** fields
5. Click **Save**

