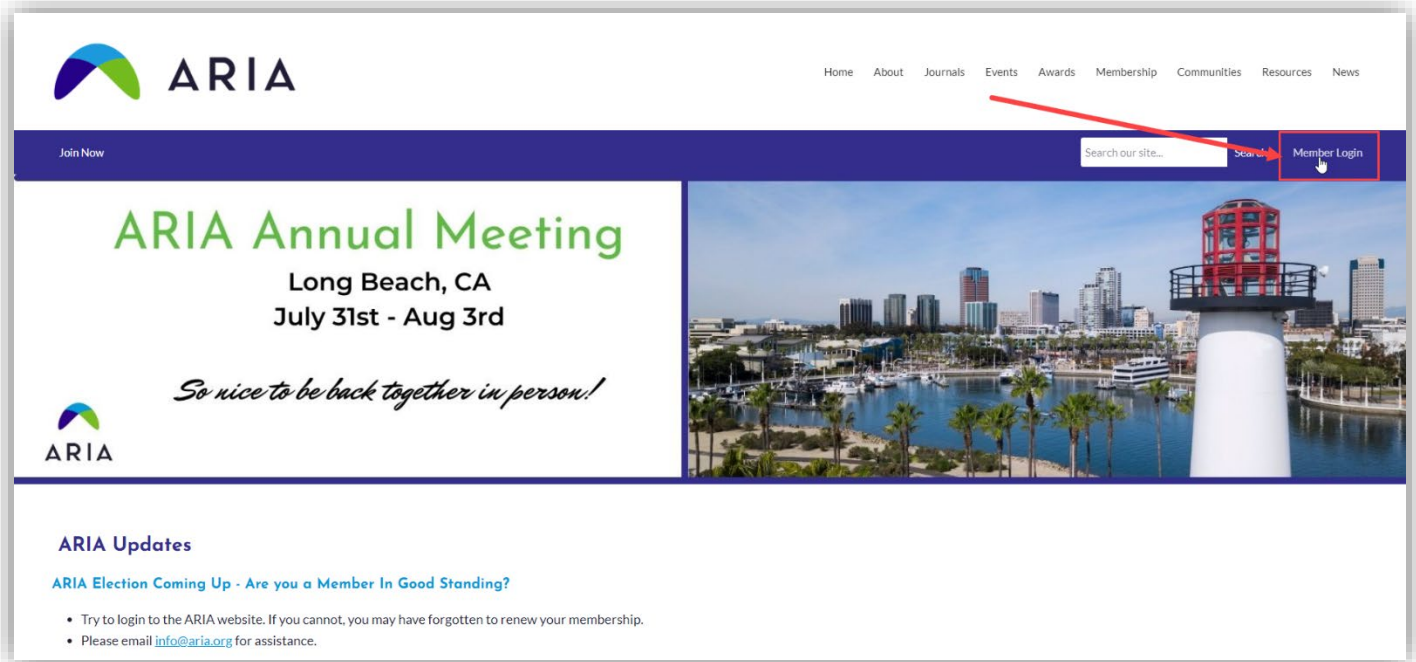
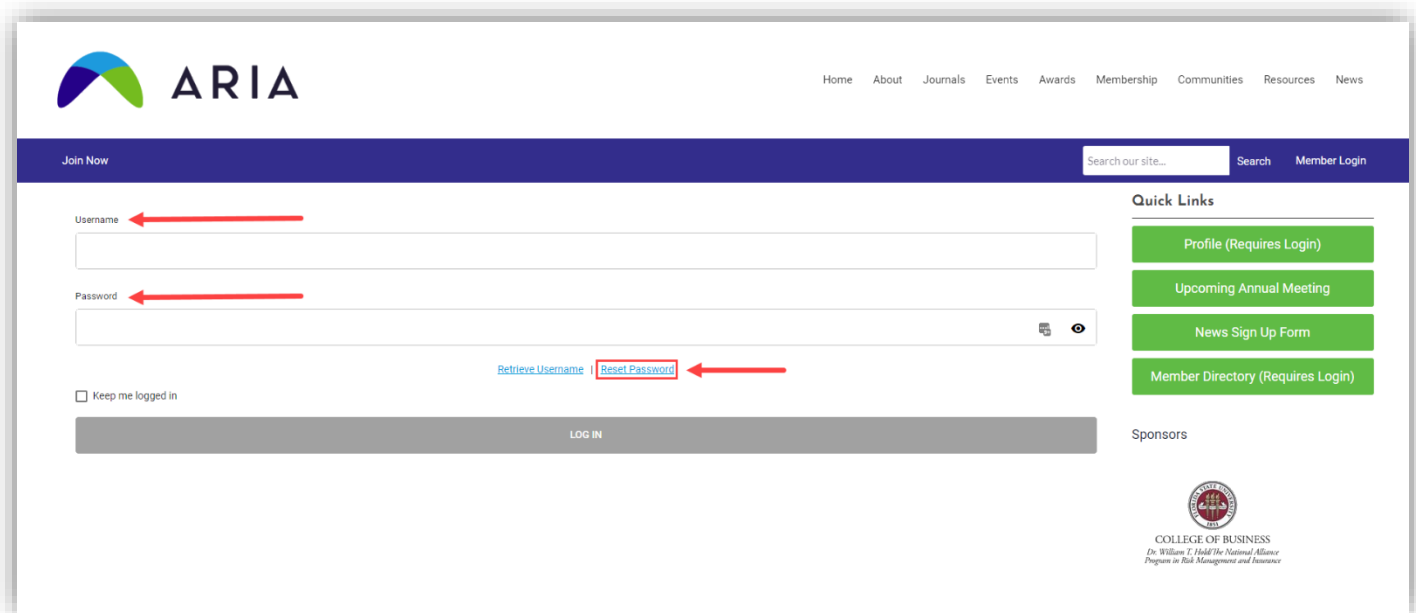


# How to Update Your ARIA Profile

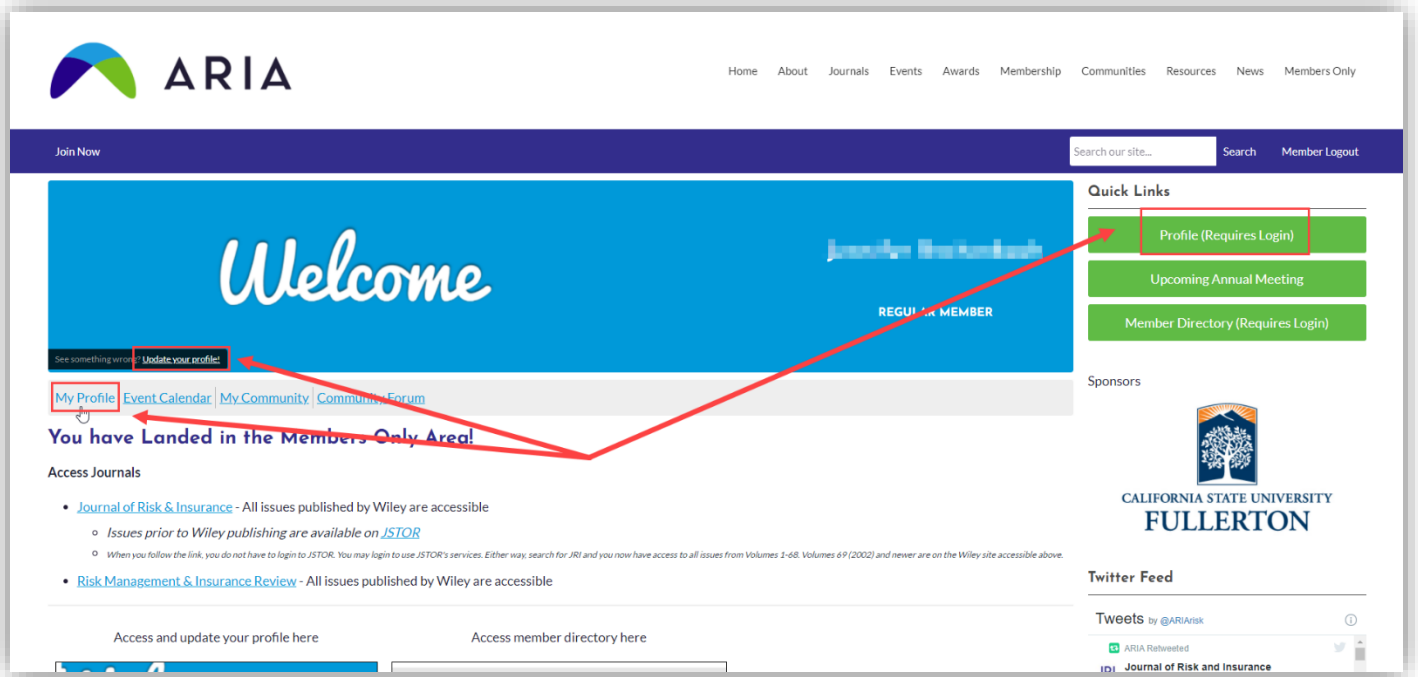
1. Click the 'Member Login' located in the upper right corner of the homepage to go to the login screen:



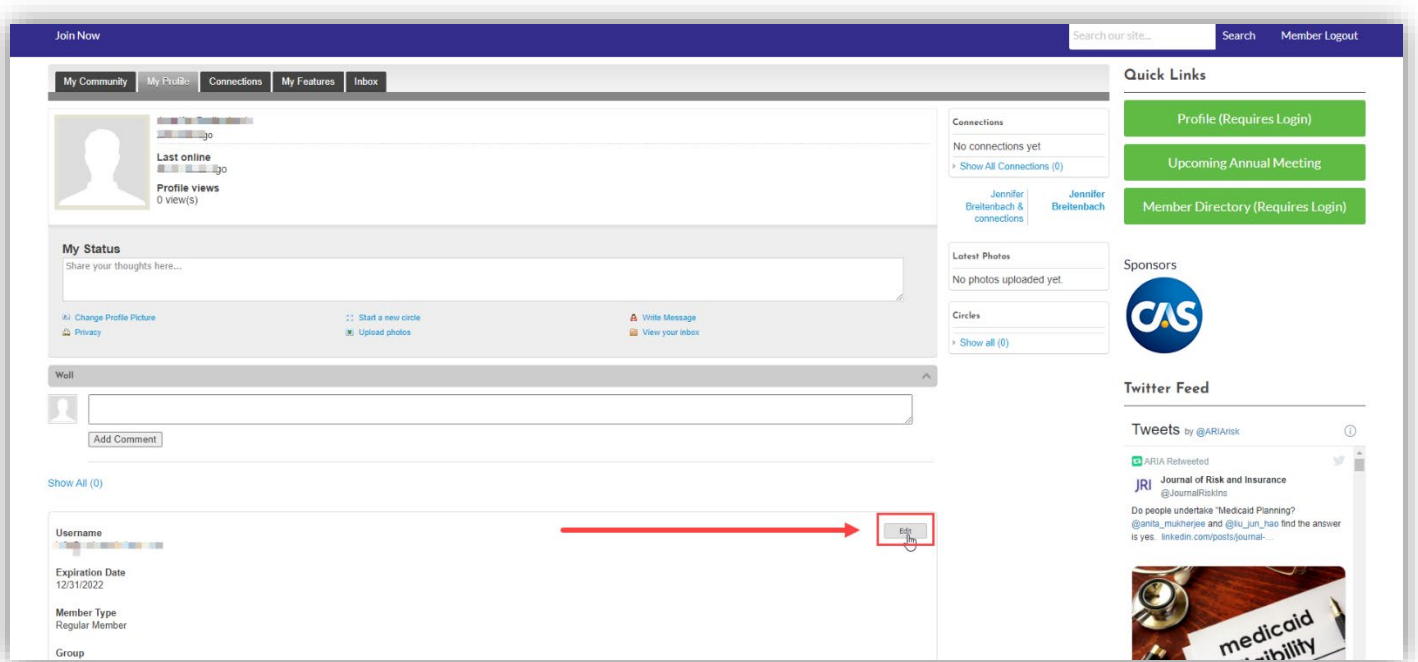
2. Sign in with your username (email address) and password you created (if you do remember it or have not yet created one, click the 'Reset Password' link under the login):



3. Navigate to your profile from the Member Center by clicking one of the three options, 'My Profile' link in the Members Only menu, 'Profile' in Quick Links in the right sidebar, or the 'Update your profile!' in the bottom right of the Welcom graphic:



4. Once in your profile, scroll down to under where the profile picture should be and click the 'Edit' button to the right of Username:



5. This opens all the fields that are available in the profile to edit. Update information already there are and/or fill in the blank ones, then ensure you click the green 'Save' button to retain the changes:

The screenshot displays a LinkedIn profile editing interface. On the left, a form contains the following fields and sections:

- Expiration Date:** 12/31/2022
- Member Type:** Regular Member
- Group:** Regular Member
- Member Status:** Active
- Full Name:** Two text input fields.
- Organization:** One text input field.
- Email - Preferred:** One text input field with a "Set as Primary Email" link.
- Email - Secondary:** One text input field with a "Set as Primary Email" link.
- Phone - Preferred:** One text input field with a "Set as Primary Phone" link.
- Phone - Emergency:** One text input field with a "Set as Primary Phone" link.
- Address:** Three text input fields for Line 1, Line 2, and City, followed by a "None" dropdown menu and a "Zip/Postal" input field.

A red arrow points from the top right of the form to a green "Save" button. The right side of the page shows a LinkedIn post titled "Do people undertake 'Medicaid Planning?'" and a "Jobs" section with two listings: "Assist/Assoc Professor, Practice/Instruction (NTI and Dir, Risk Management/Insuranc..." and "Visiting Professor of Actuarial Science & Risk Management".

Contact the ARIA Executive Office if you have any questions or trouble updating your profile at [info@aria.org](mailto:info@aria.org).