

Updating your profile on the School of Music Web Site. – revised 1/4/13

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From any page on the SOM website: www.music.illinois.edu

Click the “User Login” on the lower right corner.

1. User ID is the email address connected to your profile. Usually your “...@illinois.edu” address. Your SOM website profile has no connection to other UI logins.
2. Passwords are not retrievable, but can be reset to a temporary password and changed once you log in. Email [Steve](#) to request a new password.
3. Once logged in, hold your mouse over your name in the lower right. Select “Edit Profile.”

Once logged in, you can make any changes you need to the following:

- Phone
- Personal Website
- Title
- Degrees
- Bio text (which can include links to external sites such as YouTube or Sound Cloud)
- Change password

You will also be able to check on your room reservations and concert programs

Please remember to logout when you are done.

If you want to change your photo, you will need to send the file to Steve. He can crop or resize as needed.

Changes do not automatically appear on the website. Send an email to [Steve](#) when you are done so they can be pushed to the live site.