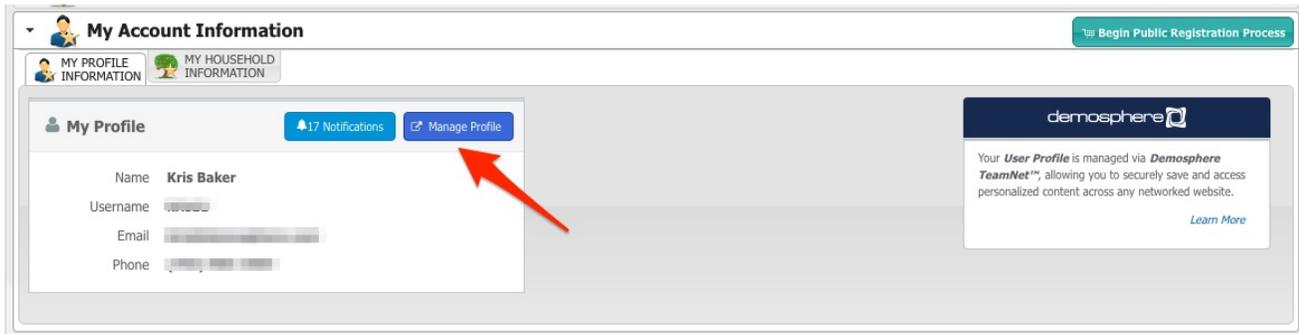# Manage My Profile and Photos

If your members need to update their profile and/or photo outside of the normal registration process, please have them follow these steps:
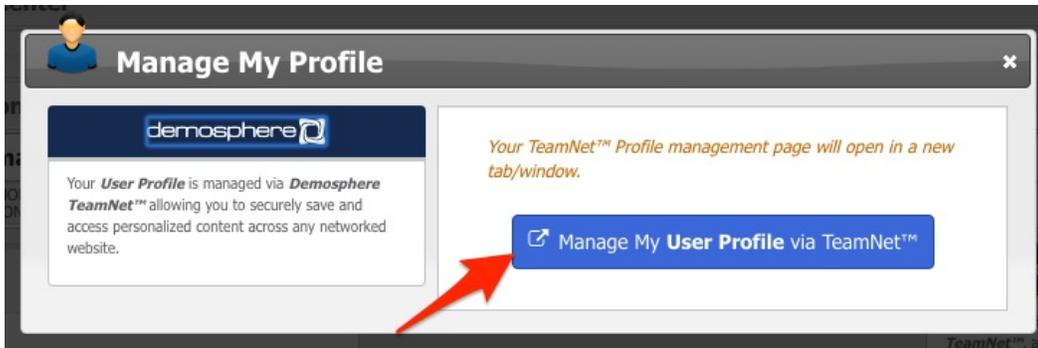
1. Login to your organization's dashboard (*click the forgot password link if needed*):

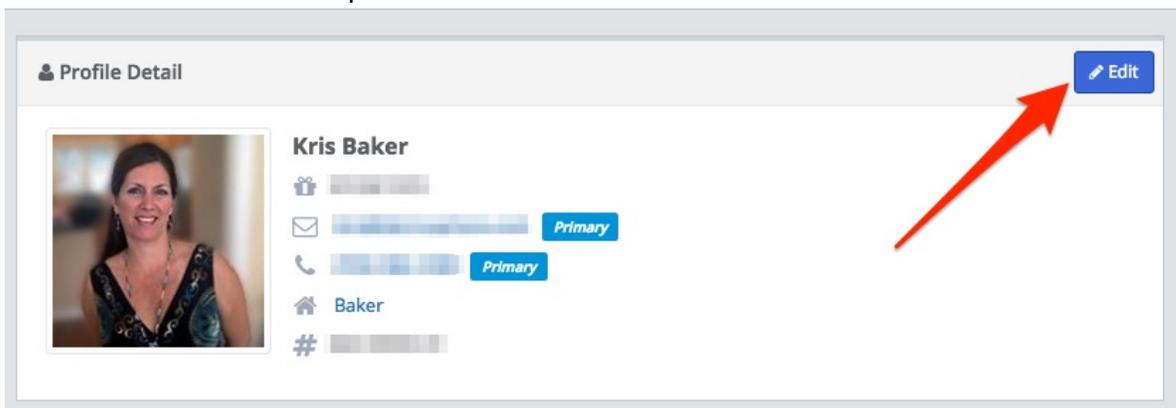   http://wiyouthsoccer.demosphere.com/admin
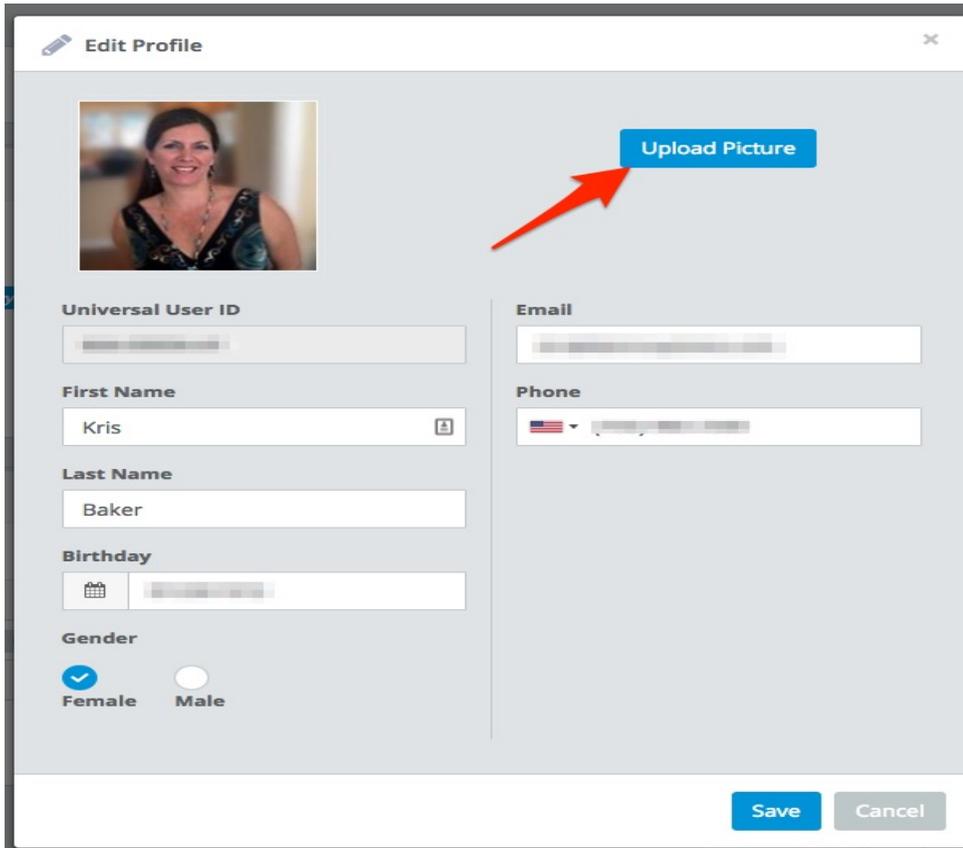
2. Click the blue Manage Profile button



3. This will navigate the user to TeamNet, which is the Demosphere application where households and members are managed.



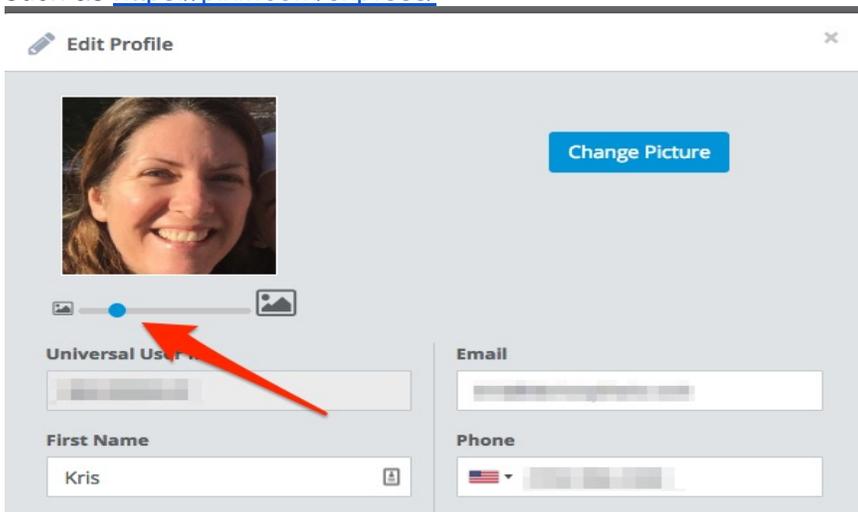4. Click to edit the member's profile details

5.  Click the Upload Picture button to add/edit the member's photo:



6.  After selecting the photo, you will have the option to resize and center the photo, however if you need to rotate the photo, please do that before uploading with a free tool such as https://pixlr.com/express/



7.  Make any other necessary profile edits, then click Save.