


Update My Account Information

Select the “Update My Account Information” link from the AGIS Dashboard “My Account”

My Account (Demo Airport Sponsor)

 [Update My Account Information](#)

 [Change My Password](#)

This will display all your user details (My Account Details and Restrictions) which some of this data can be edited and saved.

Since the system login is keyed to your Email address; we do not allow this to be edited.

Restrictions are access to Airports, Regions, ADO's and States that Airport Managers/Staff and FAA personnel have access to and this information is only editable by an Administrator.

The screenshot shows the 'Airports-GIS' user interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The user is logged in as 'Account (Demo Airport Sponsor)'. The main content area is divided into two panels:

- My Account Details:** This panel contains the following fields:
 - Email Address: demoairportponsor@cghtech.com
 - *First Name: Demo Airport
 - Middle Name: B
 - *Last Name: Sponsor
 - *Position: Testling
 - *Phone Number: 123-456-7890 (with an 'Ext' field)
 - Alt Phone: (empty)
 - Fax Number: (empty)
 - *Organization: CGH
 - *Street 1: 123 Main Street NW
 - Street 2: (empty)
 - *City: Herndon
 - *State: Virginia
 - *Postal Code: 20170At the bottom of this panel are 'Update My Account' and 'Cancel' buttons.
- Restrictions:** This panel lists the following information:
 - Allowed Airports: GRR - GERALD R FORD INTL (KGRR)
 - Allowed Regions: (empty)
 - Allowed ADOs: (empty)
 - Allowed States: (empty)

After the data is edited, click on Update My Account, changed data is saved and the Dashboard is displayed.