

## **Account Name**

To rename the account, please view the steps and screenshots to access this feature:

- 1. Click "Account Details" under the settings tab on the upper right hand side.
- 2. Click on the icon near the "User Settings" field.
- 3. Enter the new "Name" desired shown in the box.

**NOTE:** The default account name is your login name until you change it to be something else.





