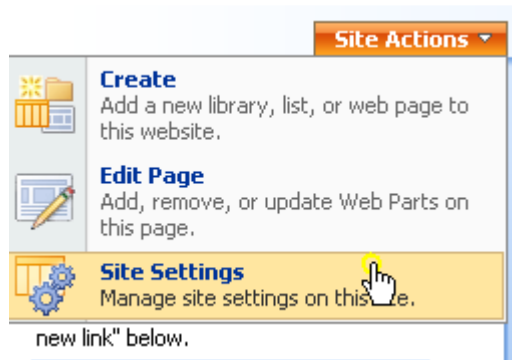


How to Change a User's Email Address



Step 1:

Browse to the **Site Actions** tab and single left click.



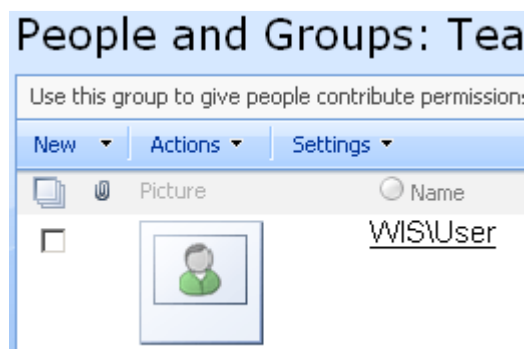
Step 2:

Under the **Users and Permissions** sub heading, click on **People and Groups**



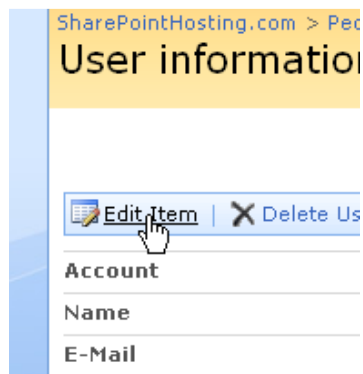
Step 3:

Now select the user who's email address you wish to edit.

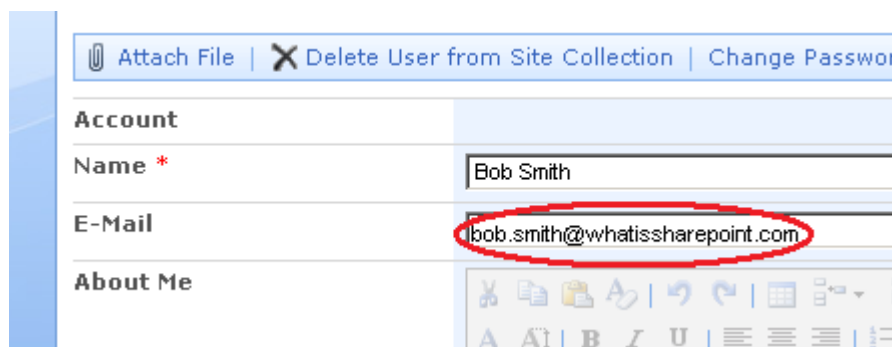


Step 4:

Click Edit item in the user's profile.



Step 5:



Edit the users email address here.