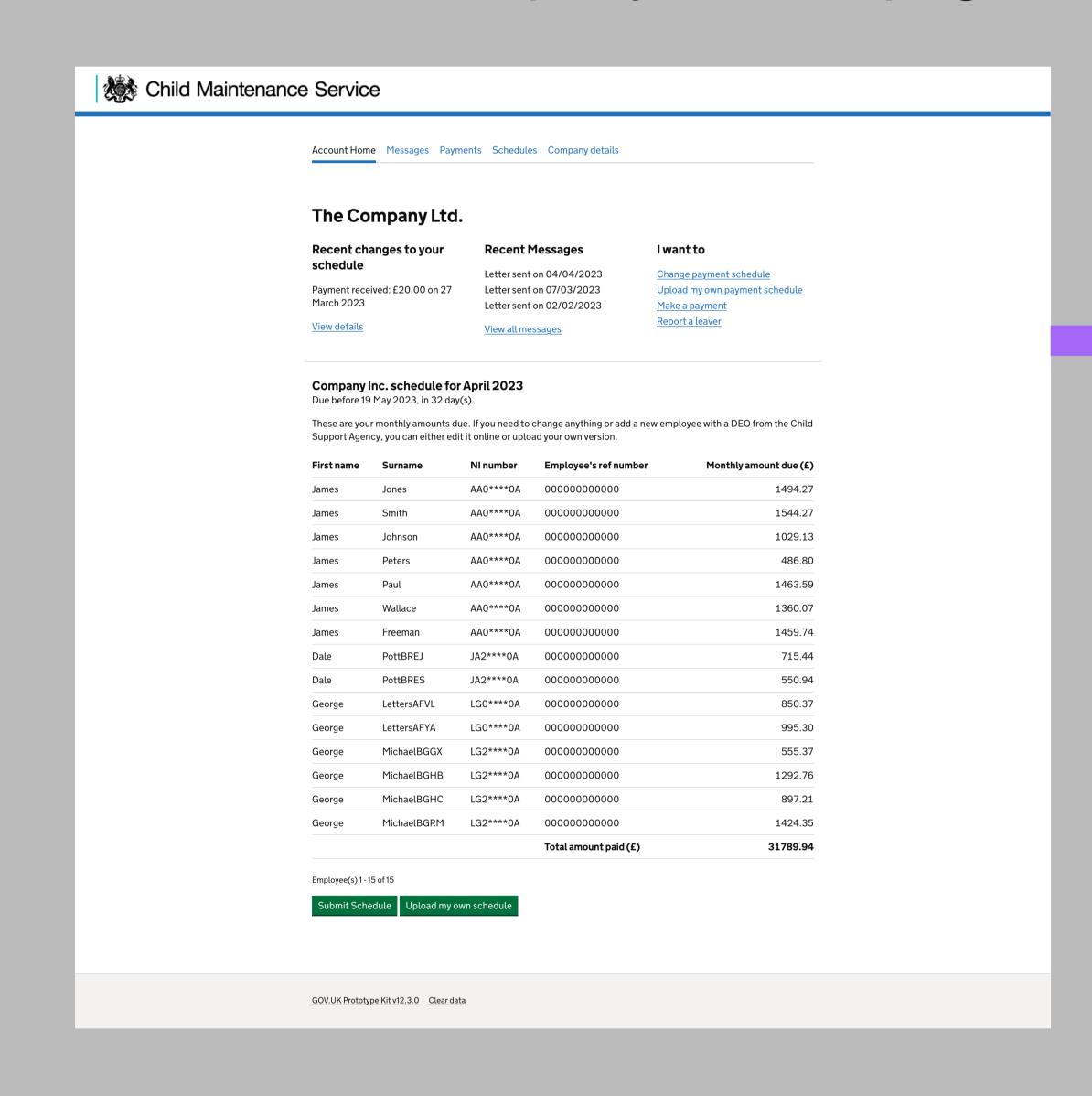
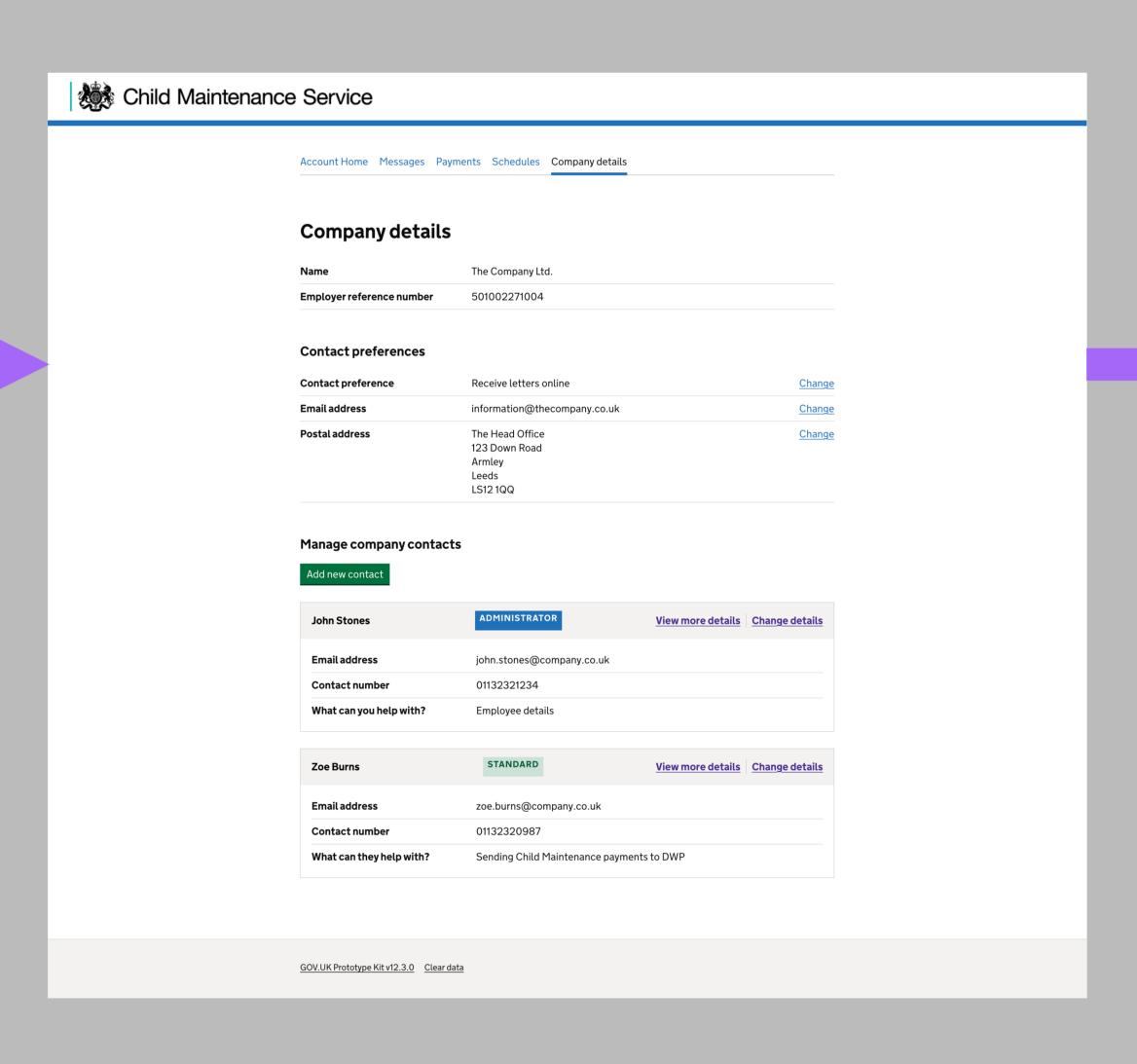
Admin user edits an existing 'Individual' contacts details.

The admin user signs into the Child Maintenance Service and lands at their Company account home page. They click the navigation link to access the 'Company details' page.



On the 'Company details' page they click the 'View more details' link of the contact they need to edit details.



The admin user reviews the persons details and clicks the 'Change details' button to enter the editable details screen.

```
Child Maintenance Service

View user details

Name Zoe Burns

Email Zoe, burns@company.co.ulk

Contact telephone number 77865

Select If they are a Notindry traysproll provider
provider
Select what they can help with have or should have been taken from employees Say

Select If this person No an and ministrator

Could Restervant they can hope and maintenance of the country traysproll provider

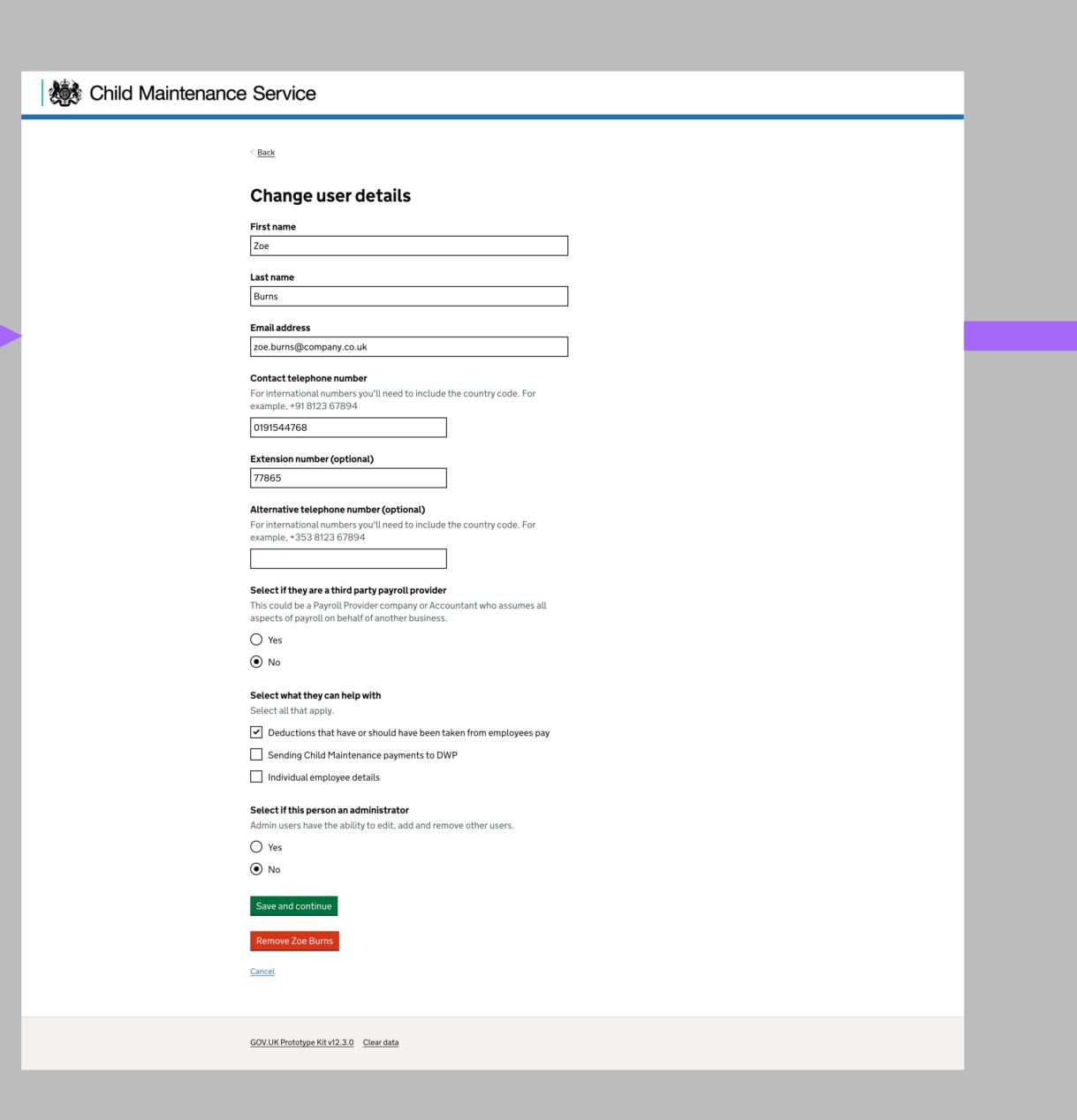
Select If this person No an and ministrator

Could Restervant they can hope with the country traysproll provider (Select Wath they can hope with have or should have been taken from employees Say)

Select If this person No an and ministrator

Could Restervant to the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they can hope with the country traysproll provider (Select Wath they c
```

The admin user makes changes to the users account and clicks to review them.



The admin user reviews the changes they have made and clicks to save them.

```
Check your answers

Full name Zoe Burns Change
Email address zoe burns@company.co.u.k Change
Contact number 071765 Change
Extension 77865 Change
Alternative number 077777777 Change
Select If they are a third party payrotl provider
Select what they can Sending Child Maintenance payments to DWP

Select If this person's no Change

Confirm and send

Confirm and send

Confirm and send

Confirm and send
```

The Admin user receives a 'Confirmation' screen that the account details have been updated.

```
Child Maintenance Service

Account changes complete

We have updated this employer account

Return to company details

GOYUK Protetype Kit vi 2.3.0 Clear data
```

The Admin user retruns to the 'Company details' page.

```
Company details

Name The Company bit
Employer reference number 501:0227/204

Contact preferences
Contact preferences
Contact preference
Email address Information gift convava you.uk Charce
Festal address The Aud Office 123 Down Read Anniery
Level 129 Do
```