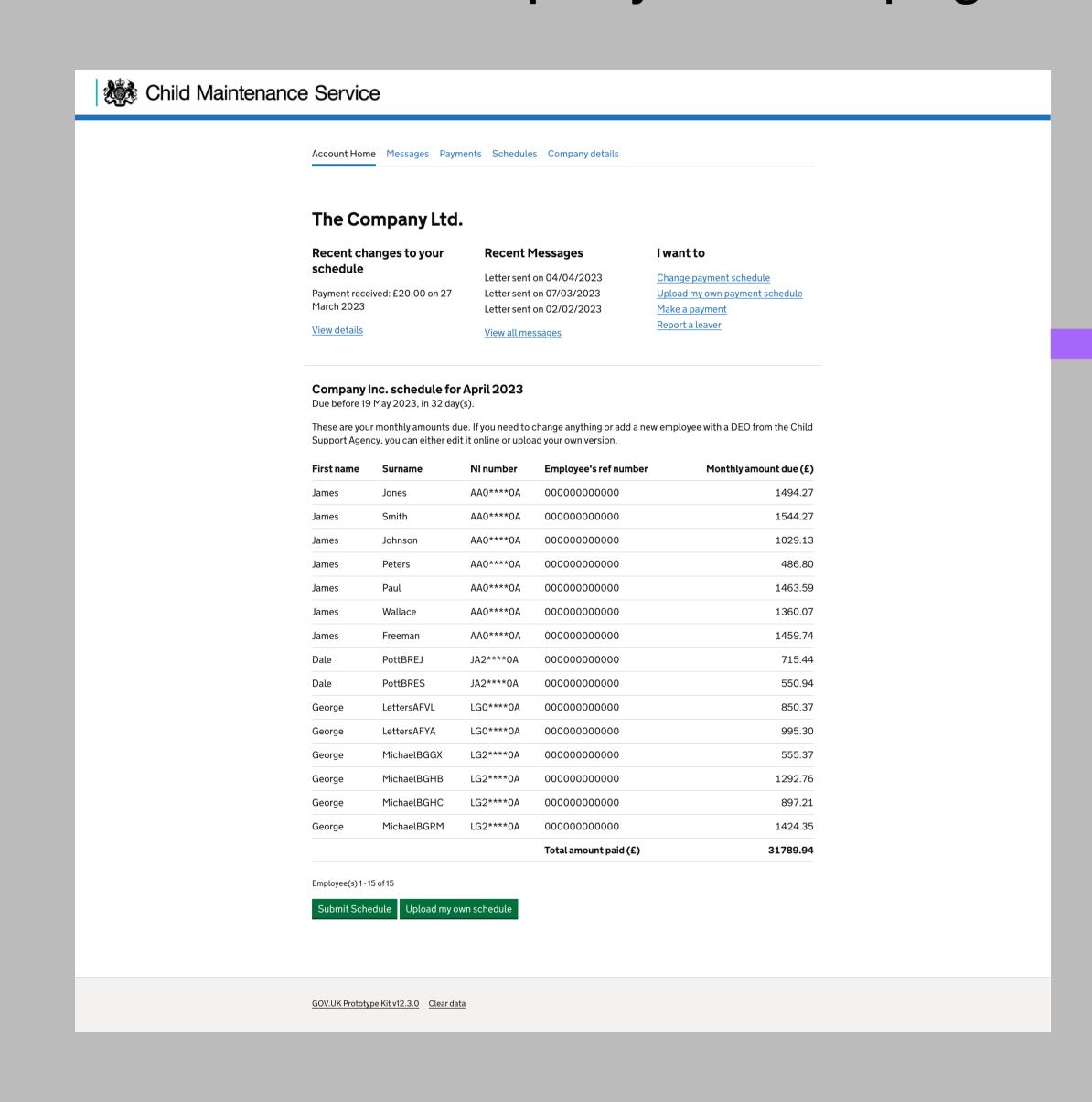
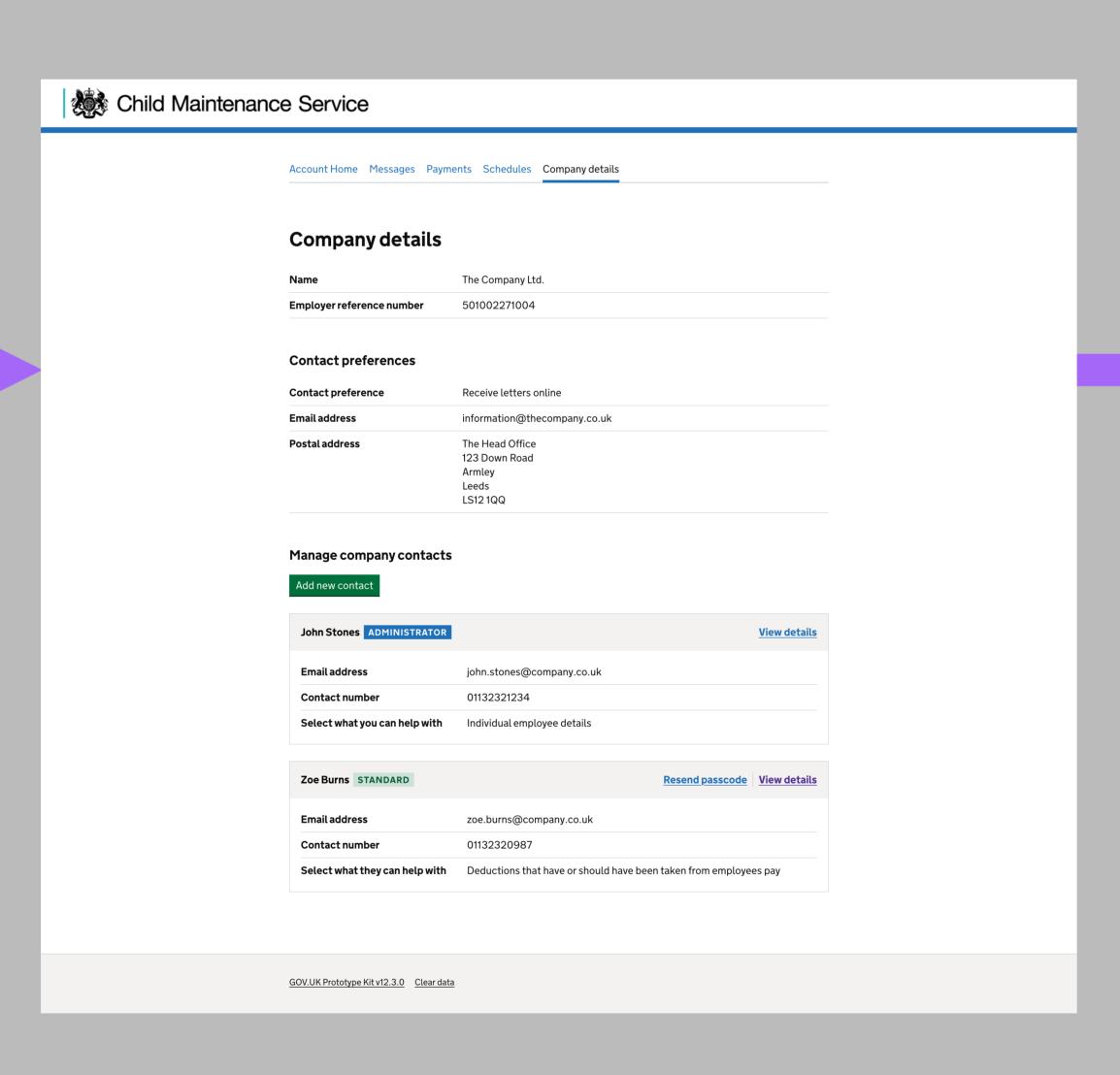
Admin user edits an existing 'Individual' contacts details.

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 contact details

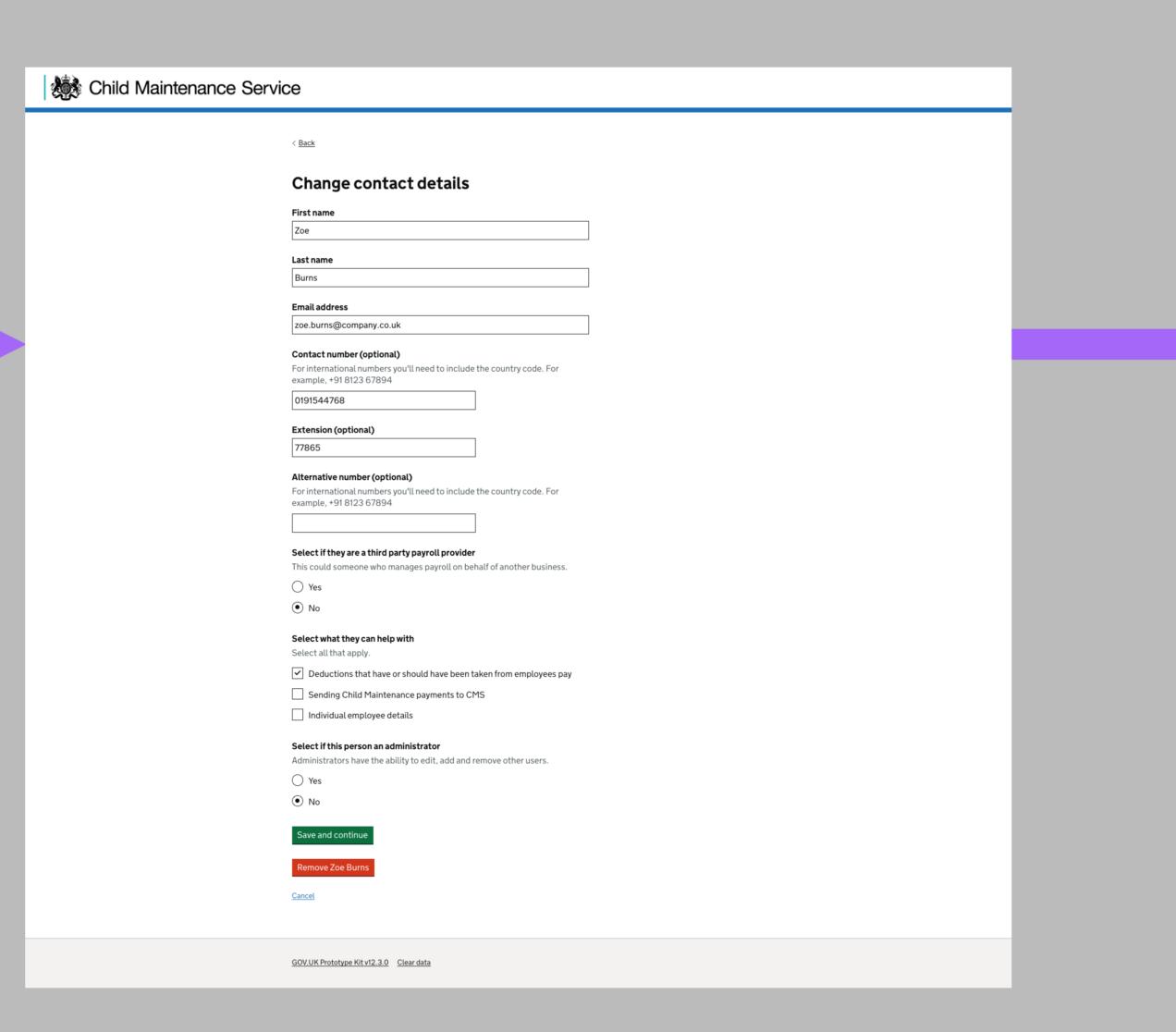
First name Zoe
Last name Burns
Email Zoe burns@company.co.uik
Contact number 0/91544768
Extransion 77885
Select if they are a their pury payroll provider
Select wat they can believe in memory yees pay
Select if this person an administrator

Select if this person an administrator

Churge details

Could Personage Kit vi2.3.0 Clear etail
```

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

First name Zoe Change
Last name Burns Change
Email address Zoe burns@company.co.uk Change
Contact number 01915.44788 Change
Extension 77885 Change
Alternative number Change
Alternative number Change
Select lift his person is No Change
Select lift fish person is No Change
Select lift fish person is No Change
Select lift fish person is No Change
Control of the power is No Change
Select lift fish person is No Change
Control and administrator

Control and save

Cancel
```

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

```
Child Maintenance Service

Account update complete

We have updated this employer account.

Return to company details

What did you think of this service? (takes 30 seconds)

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```

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

```
Company details

Name The Gurpony Loc.

Employer references number 501002271004

Contact preferences

Contact preference Recove Letters online Chasse

Email address Hotoralistic Recoverage on the Chasse

Front and drives Postal softress 120 Days Amy November 120 D
```