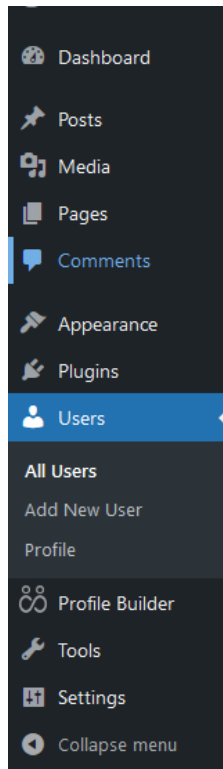


Change email address for another WordPress user

1. Sign in to WordPress Admin (<http://workhealthandfitnessrecord.com.au/wp-admin>).
2. On the left-side menu, select Users.



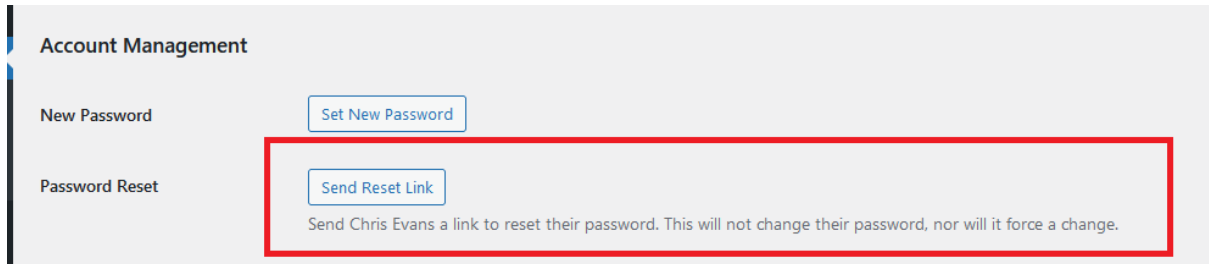
3. Select the username for the user you want to update.
4. Scroll down to the Contact info section.
5. Next to Email (required), change the email address for that user.

A screenshot of the WordPress 'View User' profile page. The page has a light gray background. At the top, there's a dark header bar with the text 'nd Fitness Record', a comment icon with '0', and buttons for '+ New' and 'View User'. Below the header, the user's profile information is displayed in a form. The 'First Name' field contains 'Chris', 'Last Name' contains 'Evans', 'Nickname (required)' contains 'chris-evansjupiter-local', and 'Display name publicly as' is a dropdown menu showing 'Chris Evans'. The 'Contact Info' section is expanded, showing the 'Email (required)' field with the value 'chris.evans@jupiter.local' highlighted by a red rectangular box. Below the email field is an empty 'Website' field. At the bottom left of the page, there is a small 'Getting Started' link with a heart icon.

6. Scroll to the bottom of the page and select Update User.

The updated user can now sign into the WordPress dashboard with the new email address or use it to reset their WordPress password.

If you would like to send a password reset link, click the 'Reset Password' button after you have click 'Update User'.



The screenshot shows the 'Account Management' section of a WordPress dashboard. On the left, there is a sidebar with two options: 'New Password' and 'Password Reset'. The 'Password Reset' option is selected, and its corresponding section is highlighted with a red rectangular border. Within this section, there is a button labeled 'Send Reset Link'. Below the button, a line of text reads: 'Send Chris Evans a link to reset their password. This will not change their password, nor will it force a change.'

Account Management	
New Password	Set New Password
Password Reset	<div>Send Reset Link Send Chris Evans a link to reset their password. This will not change their password, nor will it force a change.</div>