

Update User Profile

Dashboard >Users >All Users >Your Profile

Update email ID, and any other info. Change password as shown in screenshot below.
Only admin can change user 'role.'
Save changes

The screenshot shows the 'Personal Options' section of a WordPress user profile. The left sidebar contains a navigation menu with 'Users' and 'All Users' highlighted in red. The main content area includes sections for 'Visual Editor', 'Admin Color Scheme', 'Keyboard Shortcuts', 'Toolbar', 'Name', 'Contact Info', and 'About the user'. The 'Name' section has 'Role' set to 'Subscriber', 'First Name' as 'Nikki', and 'Last Name' as 'Pope', all circled in red. The 'Contact Info' section has 'Email' set to 'nixflixpix@yahoo.com', also circled in red. At the bottom, a red arrow points to the 'Save changes' button, and another red arrow points to the 'Generate Password' button in the 'Account Management' section.

Save changes (click btn below)

Change password