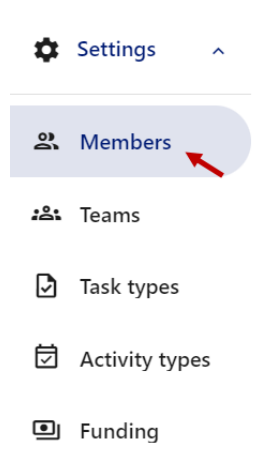


TX Child Care Connection– Edit a Team Member

A Press **Members** under **Settings**.



D Make the necessary changes.

A screenshot of a user profile page titled 'Members / John Doe'. The page is divided into two main sections: 'Profile' and 'Permissions'. The 'Profile' section contains input fields for 'First name' (with 'John' entered), 'Last name' (with 'Doe' entered), and 'Email' (with 'sample@email.com' entered). Below these is a toggle switch for 'Require Single Sign-On (SSO)', which is currently turned off. The 'Permissions' section contains five rows, each with a question and a toggle switch: 'Is this user an administrator?' (on), 'Can this user view family information?' (on), 'Can this user create family information?' (on), 'Can this user delete family information?' (off), and 'Can this user edit family information?' (off).

B Find the name of the member using the search bar.

Members

A screenshot of a search interface for members. It features a search bar with a magnifying glass icon and the placeholder text 'Search members'. Below the search bar is a dropdown menu labeled 'Team' with a downward arrow. To the right of the search bar is a blue button with a white plus sign and the text 'New member'. A red arrow points to the search bar.

C Click on the name in the search results.

Name	Email	Role	Created
John Doe	sample@email.com	Admin	Joined August 24, 2023 at 12:54 PM

E Press **Save**.

A screenshot of a dark blue dialog box with white text. It says 'You have unsaved changes.' followed by two buttons: 'Cancel' and 'Save'. A red arrow points to the 'Save' button.