

## Complete your profile and add your Supervisor





- 1 From the main menu chose Profile
- From the Public Profile Menu chose **Profile**
- 3 Click **Edit**

Personal Information

IMPORTANT: remember to select your supervisor

First Name Meike Renate Kerstin

Last Name Meister

Gender Female

Email MEIKE.MEISTER@WFP.ORG

Manager (Supervisor)



- Start typing your supervisor's name and select from the proposed names
- 5 Click **Save**