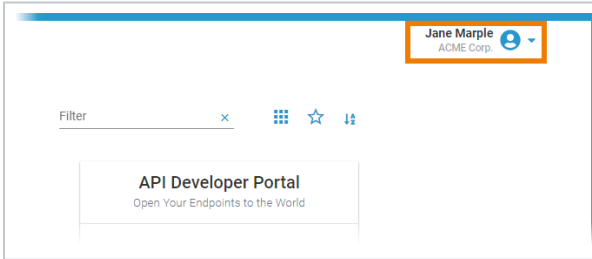


Managing the User Preferences

The Header Menu of Scheer PAS






On the right side of the Portal header you can find the header menu. Use the menu to access further functionalities.


- [Getting Started With Scheer PAS](#)
- [Logging In and Out](#)


Related Pages:


Jane Marple
ACME Corp.





 User Preferences

 Documentation

 Tutorials





 Logout



Management

Manage Your Interfaces

Management enables you to define different policies, enforcing runtime rules for each

Icon	Description
	User Preferences Open the user preferences to view your personal details, to change the display language and to change your password.
	Documentation Select this option to access the Scheer PAS online documentation where you can find user guides to all Scheer PAS components.
	Tutorials Learn more about the components of the Scheer PAS platform by following one of the comprehensive self-learning tutorials in our Scheer PAS Academy .
	Logout Click here to end your Scheer PAS session.

Showing the User Preferences

User Preferences

User Data

Organisation Data

Change Password

Login
jane.marple

First Name
Jane

Last Name
Marple

E-Mail
jane.marple@acme-corp.com

Company
ACME Corp.

Language Selection
English

Close

The user preferences open in a pop-up window. The pop-up contains several tabs:

- User Data
- Organisation Data
- Change Password

User Data

User Preferences

User Data

Organisation Data

Change Password

Login
jane.marple

First Name
Jane

Last Name
Marple

E-Mail
jane.marple@acme-corp.com

Company
ACME Corp.

Language Selection
English

Close

Tab **User Data** shows the user-related information of the current user in read-only mode:

- Login
- First Name
- Last Name
- E-Mail
- Company

i

The user-related information is managed

User Preferences

User Data

Login
jane.marple

Language Selection
English



Organisation Data

First Name

User Preferences

User Data

Login
jane.marple

German

English



Organisation Data

First Name

Changing the Display Language

You can adapt the display language of the PAS platform in the user preferences.

Click option **Language Selection**.

Choose the display language you want to use.

In the default configuration the languages English and German are supported.



It is possible to add more languages to your **ScheerPAS** configuration

ration. See Administration Guide > Customizing PAs for further information.

Organization Data

User Preferences

User Data


Organisation Data

Change Password

Organisation	-	Department	IT Department
Phone	+1 609 408 3312	Mobil	-
Fax	-	Country	USA
Street	108, Kearny Avenue		
Zip	USA	City	New Jersey

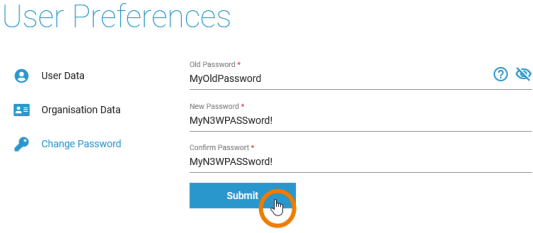
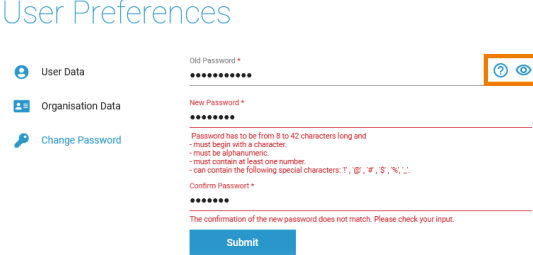






Close

Tab **Organization Data** shows the organization-related information of the current user in read-only mode.

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Changing the Password

	<p>If you want to enter a new password, select tab Change Password.</p> <ul style="list-style-type: none"> • Enter your old password in the first field. • Enter a new password in the second field. • Confirm your new password in the third field. <p>Click Submit to apply your changes.</p>						
	<p>The two icons in the first input field support you to fill the fields correctly.</p> <table border="1" data-bbox="976 1020 1208 1556"> <thead> <tr> <th>Icon</th><th>Description</th></tr> </thead> <tbody> <tr> <td></td><td>Hover over this icon to display the password criteria your password has to match.</td></tr> <tr> <td></td><td>By default, the content of the password fields is hidden. You can display your input by tapping the eye icon, for example to prevent input errors.</td></tr> </tbody> </table> <p>If you entered invalid data, corresponding notes are displayed below the input fields when you try to save.</p>	Icon	Description		Hover over this icon to display the password criteria your password has to match.		By default, the content of the password fields is hidden. You can display your input by tapping the eye icon, for example to prevent input errors.
Icon	Description						
	Hover over this icon to display the password criteria your password has to match.						
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