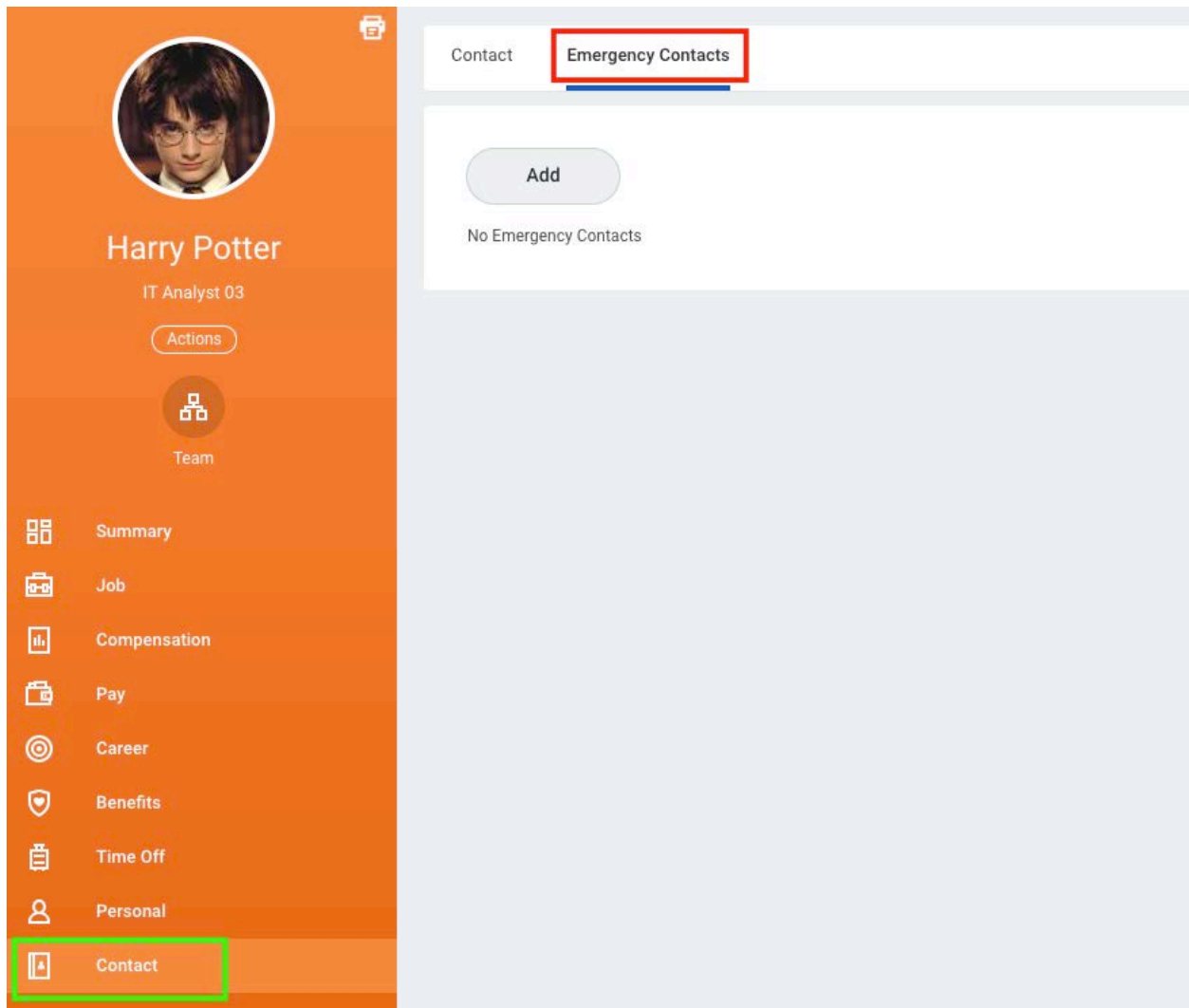


ADD OR CHANGE EMERGENCY CONTACTS

1. Click the Contact tab. 2. Click the Emergency Contacts subtab.



3. Click Add/Edit. Enter or modify your emergency contacts.

The image shows a user profile page for Harry Potter, an IT Analyst 03. The profile is displayed on an orange background. The user's name, title, and a circular profile picture are at the top. Below the profile picture is a circular 'Actions' button and a 'Team' section with a group icon. A vertical sidebar on the left contains navigation options: Summary, Job, Compensation, Pay, Career, Benefits, Time Off, Personal, and Contact. The 'Contact' option is highlighted in a darker orange. The main content area on the right has a tabbed interface with 'Contact' and 'Emergency Contacts'. The 'Emergency Contacts' tab is active and underlined. Below the tabs is a white box containing a red-bordered 'Add' button and the text 'No Emergency Contacts'.

4. Click Submit.

Change My Emergency Contacts

Harry Potter Actions

A primary phone number is required for each emergency contact.

Primary Emergency Contact

Legal Name

Legal Name *
Ron Weasley Weasley



Relationship

Relationship *
Other



Preferred Language

Preferred Language



Primary Address

Add

Submit

Save for Later

Cancel