

Updating Account Information

For Yourself

Users can update their personal account information at any time. To do so, they must first login, then click their name in the top right corner.

For Another User

If a user such as an author or an AE has created an account on behalf of another user, the new user will get an email confirming their information. The new user may then change their information at any time using the above method of logging in and then clicking their name in the top right corner.

However, if there was an error during the account creation, such as a typo in the email, that would prevent the new user from accessing their account, please reach out to headquarters for assistance at manuscripts@sciencesocieties.org. They will update the information and then send a confirmation email through the system to the new user. Please note, only admins can change personal information on behalf of another user.