My User Configuration: Subfolder

"My user Configuration" is a folder and subfolders of viewable and updateable user's profile information as well as an option to update/change login passwords.

Steps to Navigate to the "My User Configuration" Folder Menu

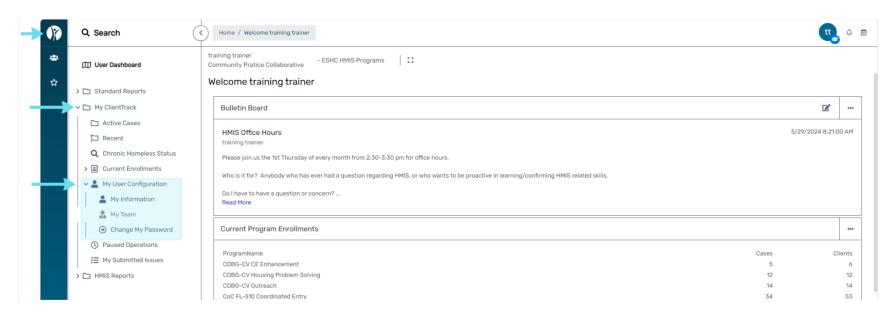
Step 1: Navigate to the Home Workspace*.

*To learn how to navigate to the Home and Client workspaces, see Chapter 2: Navigating in ClientTrack/General Navigation/Workspaces in the "HMIS Basic User 2025 Manual".

Step 2: Select the "My ClientTrack" secondary sidebar* menu option. A dropdown menu will appear under the "My ClientTrack" folder.

*For terminology regarding HMIS spaces, go to Chapter 1: HMIS Client Track Basics/General Navigation/General Page Anatomy and Page Terminology in the "HMIS Basic User 2025 Manual".

Step 3: Select "My User Configuration" secondary sidebar menu option. A dropdown menu will appear under the "My User Configuration" subfolder.



My User Configuration