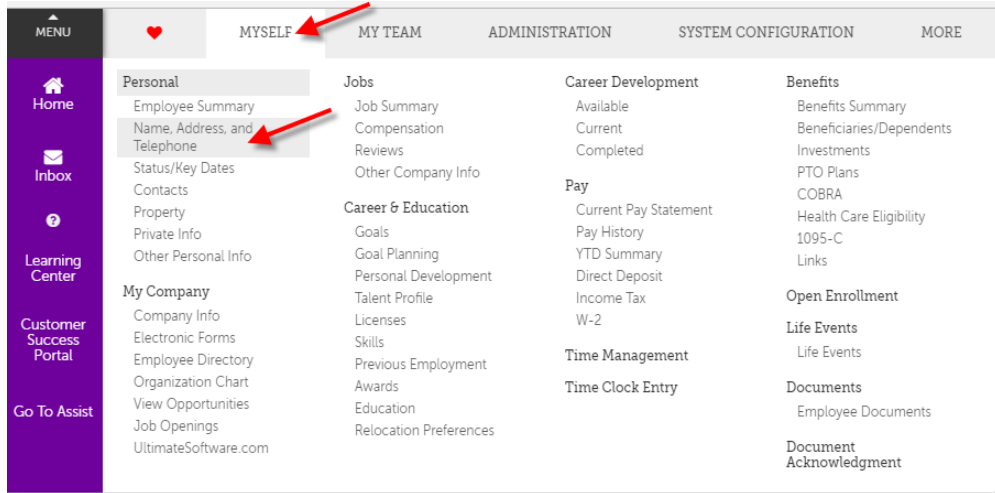
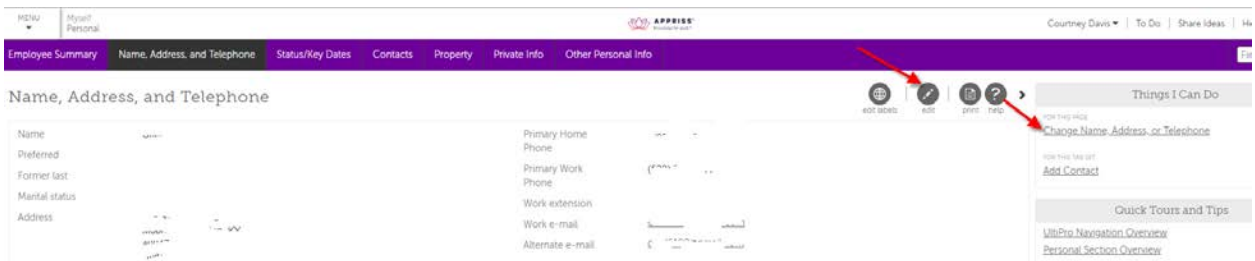


# How to Update Home Address in UltiPro

1. From your homepage in UltiPro, click the “Myself” tab at the top and then click “Name, Address, and Telephone” under “Personal”.



2. Choose Edit or “Change Name, Address, or Telephone” under Things I Can Do.



3. When finished making changes, select Save at the top right of the screen.

