



# Updating Account Name - Athlete Guide

The purpose of this guide is to demonstrate how to update the name associated with your individual account.

**Step One:** Log into Insight with email and password: <https://scoreflippers.com/INSIGHT/>

LOGIN OR REGISTER NEW ACCOUNT

Email:

Password:

Remember My Login

**LOGIN**

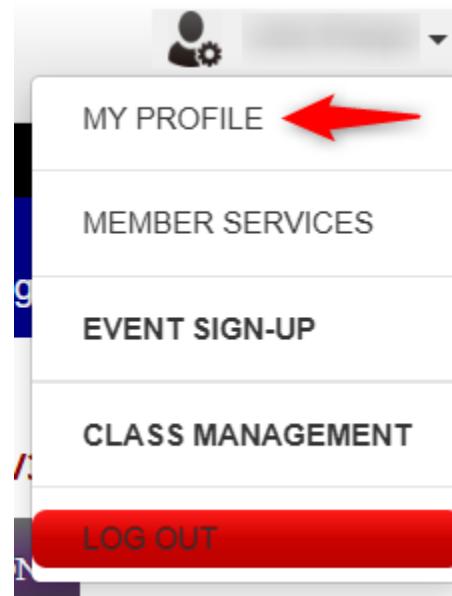
[Forgot Your Password?](#)

**REGISTER**

By Creating a FREE account with Scoreflippers, you will be able to move through the site faster, register & link athletes, check scores, pay invoices, sign-up for classes and sign-up for meets with ease.

**MEET GENIE**  

**Step Two:** In the top right corner of the screen, click the arrow next to your user name and select "MY PROFILE" from the dropdown menu.





**Step Three:** Under the My Profile Section, click the “EDIT” button. A new password can also be set from this screen to the right.

My Profile

**My Account Details**

EDIT Name: **Dan Marshall**

Email: **dan\_marshall@naigc.org**

Phone: **(123) 456-7890**

CHANGE EMAIL (LOGIN)

**Athlete Connection:**

**John Doe** (NAIGC)  Edit Athlete Detail

**Step Four:** Your name can be changed by typing in the box next to Name. When updated, click the green “UPDATE MY PROFILE” button

**My Account Details**

Email: **dan\_marshall@naigc.org**

First Name: **Dan**

Last Name: **Marshall**

Phone Number: **(123) 456-7890**

Default Association: **None**

UPDATE MY PROFILE  CANCEL



**Step Five:** If you want to update your athlete profile, then click the edit icon next to “Edit Athlete Detail”. In the event that an athlete is under 18 or has a different legal name than they would like to use, then the athlete profile name may not match the name on the account.

*My Profile Details*

EDIT Name: [REDACTED]

Email: [REDACTED]

Phone:

[CHANGE EMAIL \(LOGIN\)](#)

*Athlete Connection:*

[REDACTED] (NAIGC)  Edit Athlete Detail



**Step Six:** When you are done making edits, be sure to click the green “SAVE UPDATES” button.

 PHOTO COMING SOON

## EDIT Connected Athlete

[SAVE UPDATES](#) [HIDE EDIT](#)

*Created on:*  
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