Did you know you can edit your own Interview Exchange profile at any time?

Here is a visual guide to help you see your profile and updateetciessary.

To get to the site:

Log into Interview Exchange https://sso.interviewexchange.com/rwu/sso.jsp

To access your profile in Interview Exchange

From the FORMS module:

- Click on <u>YOUR NAM</u>Ein the top bannetto open the pop-up window.
- Click on<u>ACCOUNT</u>.

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o me	Modules	+ Start New Form

From the PERFORMANCE REVIEW module

- Click on <u>ACCOUNT</u>to open the pp-up window.
- Click on EDIT PROFIL Prove your name

Welcome:	YOUR NAME
view Action Items Ouest Re	
Registration	V
	Edit Profile

Editing your pro