Editing Your AAE Faculty Profile

Your faculty profile may be the first place your students or colleagues learn about you.

Follow these steps to edit your page.

- Visit the main AAE directory page: https://engineering.purdue.edu/AAE/people
- 2. Click on your name to access your detailed information page.
- 3. Look for the "Edit" link at the bottom (screenshot 1).
- 4. Your login credentials will be your Purdue career password, NOT the Boilerkey 2-factor login.
- 5. Scroll down past the "Base values" section to find the editable fields (screenshot 2).
- Type in any changes to the existing fields. These do accept some basic HTML formatting if you wanted to insert links.
- 7. Select the "Add a field" pulldown menu to add any sections you might see on colleagues' pages.
- 8. Click the "Save Changes" button at the bottom.

Not sure what to include?

You can be as detailed or spare as you'd like. You may want to browse your colleagues' pages for ideas. Some simply post links to their research group website or Google Scholar page. Others prefer to list out all accomplishments and a curated list of research papers.

Diversity and Accessibility

You may add your own pronouns using the "preferred_pronouns" field. To add audio of how to pronounce your name, take a recording on your phone or computer and <a href="mailto:emailto

Questions

Are these instructions clear as mud? Send your questions to Alan Cesar, AAE Senior Communications Specialist, via:

- MS Teams chat or call
- Stop by in person at ARMS2013
- Email acesar@purdue.edu



