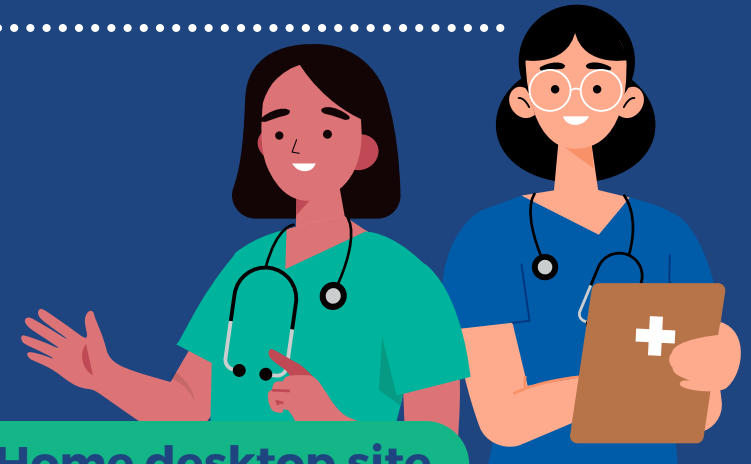


Quick Start Guide: Updating your AMA CPD Home Profile

As a CPD Home subscriber, it's important to keep your personal information, including your payment details up to date.

To update your Profile, simply follow the below steps.



Update your profile information on the CPD Home desktop site

Check your personal information

- 1 Log in to CPD Home
- 2 On the blue menu bar, click **Profile**
- 3 On the **Professional Profile** tab, check your professional details are up to date
- 4 Make any required edits and click **Save Details**

- 1 Log in to CPD Home
- 2 On the blue menu bar, click **Profile**
- 3 On the **Update Payment** tab, check your **Update details for future payments** are correct
- 4 Make any required edits and click **Submit**

Check your payment details

Change your payment method

- 1 Log in to CPD Home
- 2 On the blue menu bar, click **Profile**
- 3 On the **Update Payment** tab, check your **Update payment method**
- 4 Select your Payment Type
- 5 Indicate if you are a financial member of the AMA and/or ASA
- 6 Once you enter any required edits, click **Submit**