Connect Changing Connect Profile Pronouns



Step 1: Log on to Connect through web.ramapo.edu

After logging onto web.ramapo.edu, navigate to the red box labeled "Connect".



Step 2: Open Menu

Once on your Connect Home Page, click on the menu button in the top left-hand corner.

≡ Connect	Q Search for Students			
Office Hours				
Appointments				
	No items to display			



Step 3: Click on "Edit Profile"

Click on "Edit Profile" which can be found by clicking on the arrow next to your name.



Step 4: Update Pronouns

Under "**Contact Information**" update information located in the "**Pronouns**" field, which can be manually updated at any time. Make sure to click "**Save Changes**" in the bottom right-hand corner.

≡ Starfish	
EDIT PROFILE	NOTIFICATIONS
Edit Profile	
© Upload Photo Emma Mack She/her) Username emack Institution Email emmamack@school.edu	
Contact Information Some of your information is automatically updated by your institution and cannot be edited.	
Pronouns	
she/her	
Helps your connections know how to refer to you. Ex: she/her/them	
CLEAR CHANGES	SAVE CHANGES

Questions? Email tpastori@ramapo.edu

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Student Folder View

One a students' pronouns are updated in the "**Contact Information**" section of their Connect account, the student folder will reflect the updated information next to their name.

Iggy Spengler Adam (she/her)	×
🍽 Flag 🔹 Referral 🧭 To-Do 🗼 Kudos 🧑 Success Plan 🔤 Message 🕞 Note 👘 Appointment 🕰 File	
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