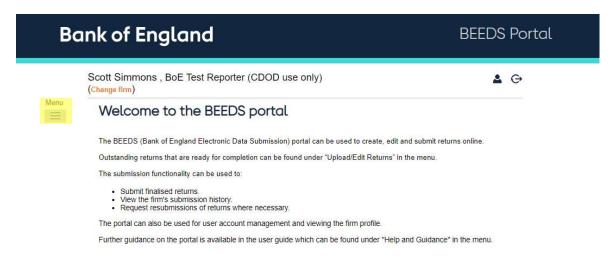
## BEEDS portal | Bank of England Electronic Data Submission Portal User guide

## View / edit users

This User guide explains how to view / edit users on BEEDS.

1. Once you are logged in navigate to the Menu and Manage users



Here you will see a list of currently users, find the relevant user, in the 'Action' column click 'view / edit', highlighted in yellow.



3. Here you can edit the user details, or delete their security questions

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