QUICK GUIDE: Data Cookbook User Profile

Signing into UWBI Data Cookbook

- Login into: UWBI Data Cookbook: https://uwsa.datacookbook.com/
- On the Home page select your username located at the center top of the screen.

1. The Home, Definitions, Specifications, Organization, and Community Tabs across the top will always be visible even when you view or edit your User Profile.
   a. If you scroll down the User Profile page, you’ll see additional settings and permissions you have for your User Profile. They include:
      i. User Groups
      ii. User Permissions
      iii. Definition Permissions
      iv. Technical Information Permissions
      v. Latest Activity
      vi. Definitions Created
      vii. Definitions Moderated
      viii. Watched Definitions
      ix. Watched Specifications
      x. Watched Collections
      xi. Watched Institutions
      xii. Watched Communities
   b. The Edit Profile / Change Password Button allows you to:
      i. Edit your personal information
      ii. Reset your password
      iii. Manage your email frequencies
      iv. Contact information

Contact us at: uwbi@uwss.wisconsin.edu
Visit us at: www.wisconsin.edu/bi

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