

Profile

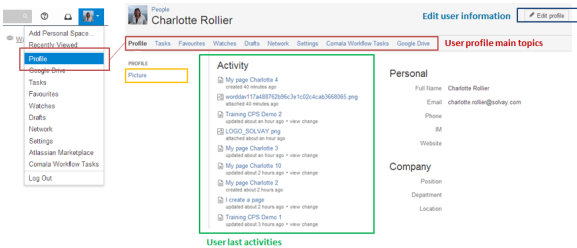


To find your user profile:

Choose your profile picture at top right of the screen, then choose **Profile**, or choose the **Profile** link in the sidebar of your personal space. From your user profile, you can access the following

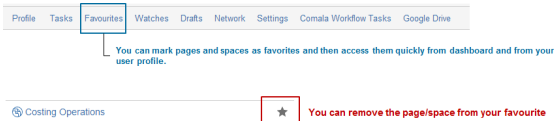
Profile

- View and edit your personal details, such as your name and email address details and optionally, your photograph and other personal information. Note that as a security precaution, in order to change your email address, you will be required to re-enter your password.
- [Upload a profile picture.](#)



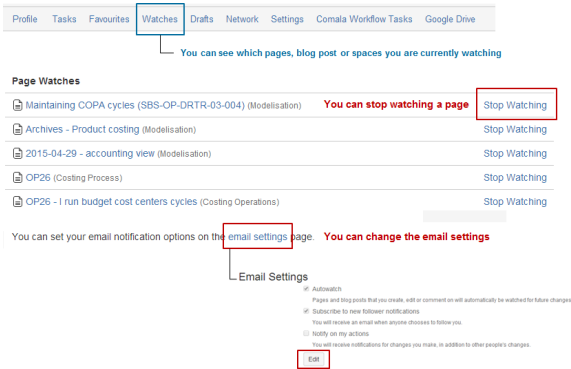
Favourites

- View a list of your favourite spaces.



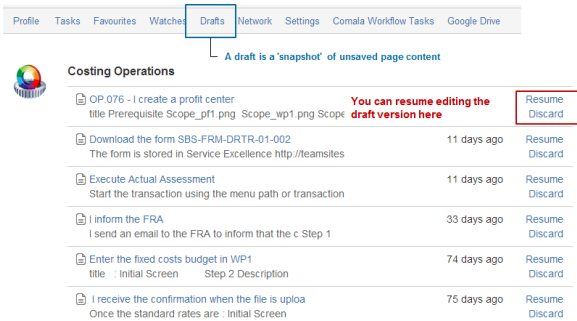
Watches

- View a list of the pages and spaces you are currently watching.



Drafts

- Retrieve any pages you were in the process of editing.



Network

- View the recent activity of users that you are following via the Network view.
- Follow other users from this view.

Profile Tasks Favourites Watches Drafts **Network** Settings Comala Workflow Tasks Google Drive

Notifications on the recent activity of users that you choose to follow.

Recent activity of the users you are following

Alexandra Laperca

- CP-020 - I control the budget & activity updated about an hour ago • view change
- CP-030 - I create a new cost center updated about an hour ago • view change
- CP-001 - I settle Cost Centers updated about an hour ago • view change
- CP-104 - I prepare the costing model (AC 01 00 updated about an hour ago • view change
- CP-103 - I request the creation of a new cost center updated about an hour ago • view change
- CP-102 - I assign a cost element in a hierarchy updated about an hour ago • view change
- CP-101 - I create a cycle run group updated about an hour ago • view change
- CP-090 - I validate the result of the calculation adding additive cost updated about an hour ago • view change
- CP-089 - I update an additive cost updated about an hour ago • view change
- CP-088 - I create an additive cost updated about an hour ago • view change

Following

People you're following

User name Follow

Followers

People following you

Settings

- Edit your General Settings (homepage, language and timezone).
- Subscribe to email notifications.

Profile Tasks Favourites Watches Drafts Network **Settings** Comala Workflow Tasks Google Drive

Your preferences:

- home page, language and time zone
- editor settings
- email settings for subscriptions to email reports and notification
- notifications of updates to the Wiki content

YOUR SETTINGS

Password

Email

Editor

Comala Workflows Settings

GADGETS

View OAuth Access Tokens

Settings

Site Homepage Site Default (Dashboard)

Language English (United Kingdom)

Find more language packs on the [i18n Marketplace](#).

Time zone (GMT+0000) Greenwich Mean Time, Dublin, Edinburgh, Lisbon, London

Keyboard Shortcuts ☒ Enable

Enable keyboard shortcuts (does not apply to editor shortcuts). You can find a list of keyboard shortcuts in the Help menu.

Text select ☒ Show option panel when text is selected

Edit

Google Drive

- Authorize Confluence to access data from Google Drive

Profile Tasks Favourites Watches Drafts Network Settings Comala Workflow Tasks **Google Drive**

Google Drive Authentication

You are required to authorize Confluence to access data from Google Drive.

Authorize with Google Docs

Costing would like to:

- View and manage the files in your Google Drive

By clicking Allow, you allow this app and Google to use your information in accordance with their respective terms of service and privacy policies. You can change this and other [Account Permissions](#) at any time.

Deny **Allow**

Google Drive Authentication

Success!

You are currently authenticated with Google Drive

Revoke