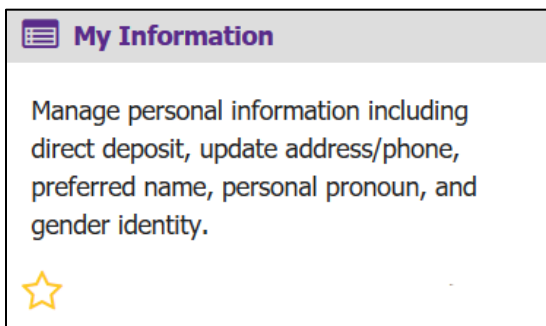


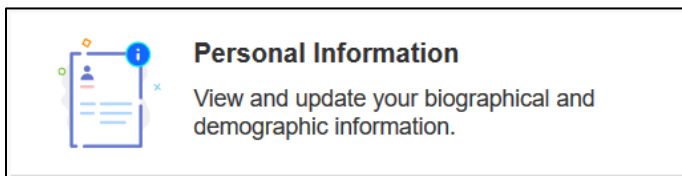
How do I remove my preferred first name?

Please note that certain systems may take up to 24 hours to display a preferred first name. In addition, you may need to clear your browsers cache for the preferred first name to be displayed.

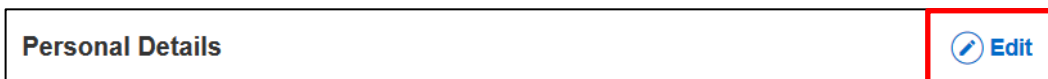
1. Log into Pirate Port using your Pirate ID and Passphrase.
2. Click on the My Information card.



3. Click on the Personal Information button.



4. Click on the Edit icon in the upper right-hand corner of the Personal Details section.



5. Click in the Preferred First Name field and use delete button on the keyboard to remove your preferred first name.

Preferred First Name	Personal Pronoun	Gender Identification
<input type="text" value="Jimmy"/>	<input type="text" value="Not Applicable"/>	<input type="text" value="Not Applicable"/>
<input type="button" value="Cancel"/>	<input type="button" value="Update"/>	

6. Click Update.

<input type="button" value="Cancel"/>	<input type="button" value="Update"/>
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