

Changing the Profile Name on the Palm

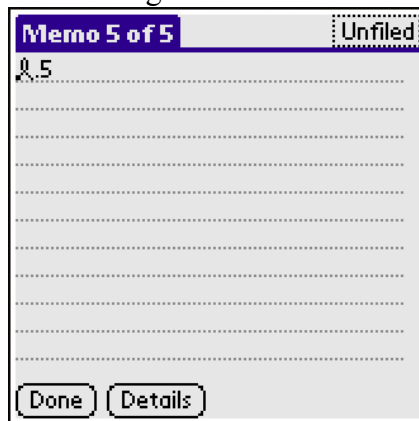
Problem:

The profile name on the palm is different than the user's username.

Solution:

1. Log into the machine and Outlook using your user name and password.
2. Minimize Outlook (leave it running).
3. Connect the Palm to the computer using a sync cable.

4. Power on the Palm and launch the memo pad
5. Create a new memo
6. Write a cursive "L5" in the writing area.



7. The "L5" will disappear.
8. Launch the HotSync Manager on the computer (double click on the HotSync icon in the staff apps folder)
9. Tap the HotSync icon on the PDA
10. You will be prompted to choose a name from the menu. Click on the **New** button and enter the new username. If not prompted for an ID repeat step 4.