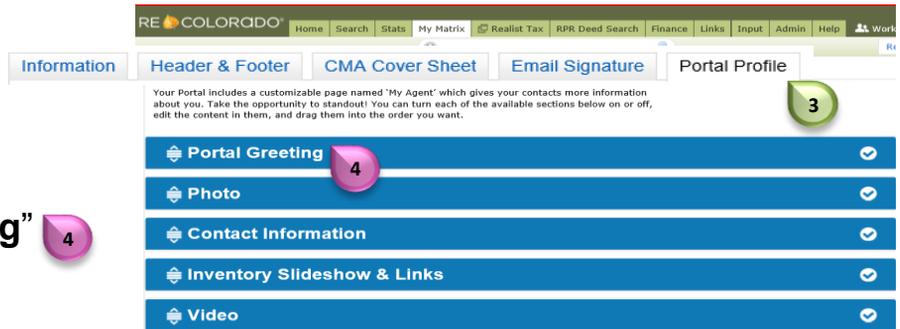


Hover over “My Matrix” ¹ and select “My Information” ²

Select “Portal Profile” ³



Click “Portal Greeting” ⁴

The Portal Greeting Section expands

Complete the available fields by typing the messaging you wish to present ⁵

Note: active links will not work

Note: graphics cannot be included

Click “Save” ⁶

