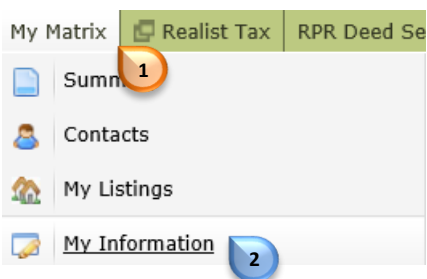
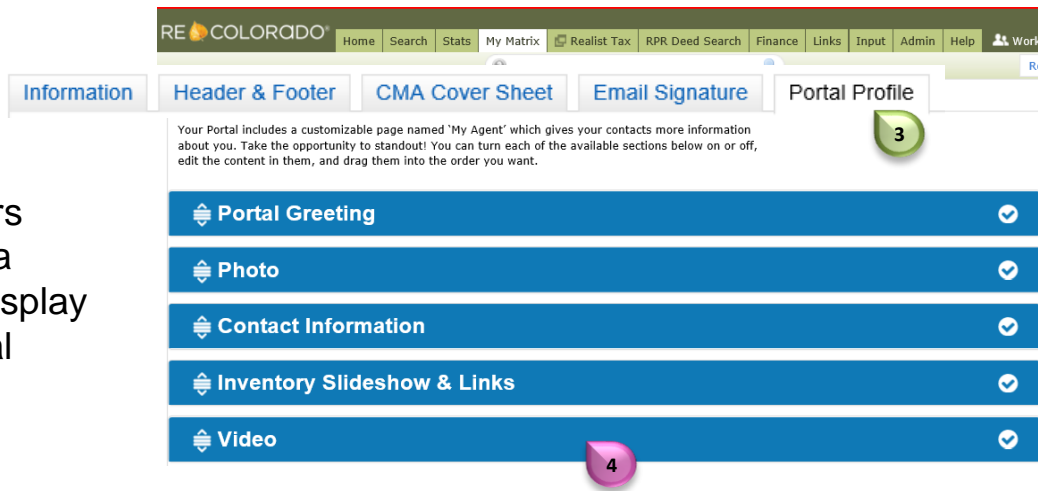



Include/Exclude Components of the Portal Profile




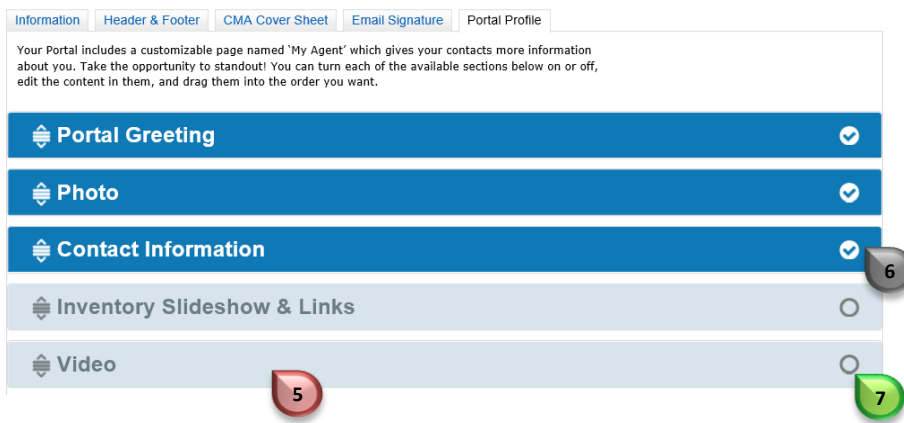
Hover over “My Matrix”  and select “My Information” 

Select “Portal Profile” 



Dark blue bars indicate that a section will display on your Portal Profile 

Light blue bars indicate that a section has been **excluded** from your Portal Profile 



Click on a checkmark to **remove** sections from your Portal Profile 

Click on an empty **radio button** to **include** sections on your Portal Profile 