Creating a User Profile in ANGEL

Your user profile in ANGEL provides other members of the FCCC Angel Group with contact information about you. The information can be made available to as many or as few people as you choose.

The information you provide in your User Profile will help us insure that your contact information is accurate.

Setting up your User Profile

You can access your User Profile from the main SUNY SLN page or from the FCCC Main Page by selecting the PREFERENCES ICON in the Side Menu.

After you select the PREFERENCES ICON, you will see a screen that looks like this:

Select Personal Information.

Once you are in the User Profile Editor, select the ADVANCED Setting at the top of the page.

Once you are in the Advanced Settings, please add the following information to your User Profile.

NAME SETTINGS
Change Viewable by: to Everyone
Add any additional information about yourself such as Title Prefix or Honor Suffix
ORGANIZATIONAL SETTINGS
Change Viewable by: to Everyone
Provide information for Title, Role if pertinent
Please provide Department and Division
For Organization, provide College Name

CONTACT SETTINGS
Email: If your email address is not visible, type it in the space. Change Viewable by: to Everyone
Homepage: Provide web address for College. Change Viewable by: to Everyone
Photo URL: If you want to add a photo of yourself, select ADD and upload a photo file.

PHONE SETTINGS
Change settings for Work Phone, Cell Phone, and Home Phone.
Change Viewable by: as follows:
Work Phone – Everyone
Cell Phone – Course/Group Administrator
Home Phone – Course/Group Administrator
(If you don’t mind if everyone sees your cell and home phone numbers, you can set Viewable by: to Everyone.)

ADDRESS SETTINGS
Change Viewable by: to Everyone
Change Type to: Work
Provide College Name (Line 1) Street Address (Line 2 and 3), City, State and Zip Code for College

HOME ADDRESS SETTINGS
Change Viewable by: to Course/Administrators
(This setting will make your home address information visible only to the Group Administrator)
Provide Home Street Address, City, State, and Zip Code.
VIEWING USER PROFILES
Once the user profiles are set up, you can access them by selecting the COMMUNICATE tab → Group Roster. Then you can select a member’s user profile to obtain their contact information.

If you have any questions, please contact Ann Catalano via ANGEL mail or at catalano@niagaracc.suny.edu