Log in to your Pipeline account.

Click on your name in the upper right corner:



You will be taken to your personal information tab.

## Personal Information

Click on My Addresses and Phones: My Addresses and Phones

While you are there, be sure your primary phone number is correct.

Click on "EDIT" to change your personal phone numbers.

- If you want to <u>receive Healthy Roster notifications by text</u>, YOU MUST ENTER YOUR CELL NUMBER AS AN "ADDITIONAL" PHONE, by clicking the link to add additional phones. Be sure to indicate it is a cell number from the "Phone Type" dropdown menu.
- NOTE: You must add your cell as an additional line, even if it is also your primary number, to receive Healthy Roster notices by text.

