

# The User Menu

In the user menu, you will find options for handling your personal user settings as well as ask for support or log out of the system.

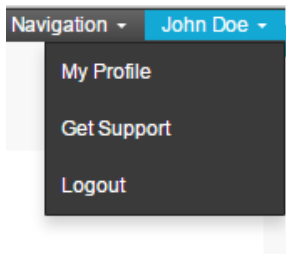


Figure 1.6: The User Menu

- **My Profile:** Enter the menu for defining your personal settings. Change the information given about you, your password and the language you want to use the system in. You can also define the characters you want to use as decimal and thousands separators. These options will have an effect on how numbers are displayed in your analyses. Figure 1.7 shows the My Profile menu.
- **Get Support:** If you have any problems when using SAP Process Mining by Celonis, click this option to use the Celonis Service Desk and create an new ticket describing your problem. Your request will be answered as soon as possible.
- **Logout:** Log off the system.

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NavigationJohn Doe

My Profile

General Settings

Username

johndoe

First Name:

John

Last Name:

Doe

E-Mail

johndoe@celonis.de

Company:

Celonis

API Key

94a8ifs1rd1r64rrisdpsgcrm

Password

Old Password

New Password

New Password (repeat):

Language

☒ English

☐ German

Separators and Formats

Decimal Separator:

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Thousand Separator:

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Save Changes

Figure 1.7: My Profile