

## Change an email address for another WordPress user

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As a WordPress administrator you can change another user's email address. This is helpful if they cannot log into WordPress, or receive the password reset email. **Note:** These steps assume you can log in as a WordPress admin user. Log in to WordPress. Click the **Users** link on the Admin toolbar Click on the user you want to update In the Contact info section, change the email address Scroll to the bottom of the page and click **Update Profile**

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Online URL:

<https://www.heartinternet.uk/support/article/change-an-email-address-for-another-wordpress-user.html>