Managing your account settings couldn’t be easier. To get started, click on the arrow in the top right-hand corner of any page next to your profile picture and select Settings. From here you can manage your author names, password, email addresses and notification settings. This is also where you can also choose who can see what is on your profile. For more information about your profile, see Profile.

### Top questions

#### Changing your password

You can change your password in a few simple steps:

1. Make sure you’re logged into ResearchGate
2. Go to your Account Settings page
3. Scroll down to the Password section and type your current password into the first text box
4. Type your new password into the second and third text boxes
5. Click Save to confirm your changes.

If you need to reset your password, please log out first and select Forgot password? on the login page here https://www.researchgate.net/home

#### Changing your account name

You can change your account name in a few easy steps:

1. Go to your Profile Settings page
2. Click on the Edit button below Name information
3. Update your name in the box that appears
4. Click Save to confirm your changes.

**Note:** Due to security reasons you can only change your name three times within a 30-day period.

Have you published under a different name or multiple names? If your author name (the name you’ve published under) doesn’t match your account name exactly, your publications can sometimes be put into a queue while we manually verify authorship. To avoid this, you can either edit your account name or add an alternative author name.

#### I have two profiles – why did this happen and how can I fix it?

Duplicate profiles are sometimes created because of the various ways you can sign up to ResearchGate. The best way to fix this is to delete whichever profile is less complete. At this time, there’s no possibility to merge duplicate profiles.

To delete your secondary profile:

1. Log in with the email address you used to create your secondary profile
2. Go to your Account Settings page
3. Scroll down to the bottom of the page
4. Click the red Delete account button.

If you no longer have access to the old profile, please let us know through the Contact form and provide us with the ResearchGate URLs or email addresses for the duplicate profiles. Also, please specify which link should be kept and which link should be merged.

Please note that we can only transfer the publications to your new account and remove the old one. Profile views, followers, followings and
How do I change my profile's URL?

Your ResearchGate profile's URL is generated automatically from the name on your profile, so we cannot manually edit it for you. However, if the original account with your name no longer exists, you can reuse this URL by editing your name.

1. Click the arrow in the top right-hand corner of any ResearchGate page.
2. Click **Settings**
3. Click on the **Edit** button underneath **Name information**
4. Update your name information in the dialog box
5. Click **Save** to confirm your changes.

Please note: Due to security reasons you can only change your name three times within a 30-day period.

Changing your login email address

1. Go to your **Account Settings** page
2. Under **Email address**, click on **Add additional email**
3. Type in the email address you want to use as your login
4. Enter your password and click **Add**
5. A confirmation email will be sent to your new email address. Click the link in this email to complete the verification process. If you encounter an error message "Oops! We couldn't find that token in our database", please make sure you are using the link in the latest email, as all previous links are invalidated. Check your spam folder and filters if you can't find any others
6. Then go back to your **Account Settings**
7. Click the **Set as primary** button next to the email address you've just added to make it the primary email address for your ResearchGate account.

If you haven't received the email to verify your new email address, we suggest that you add ResearchGate to your address book. You can find out how to do this here: [https://www.researchgate.net/application.EmailInstructions.html](https://www.researchgate.net/application.EmailInstructions.html).

You should also contact your email administrator to ask them to whitelist all emails from researchgate.net.