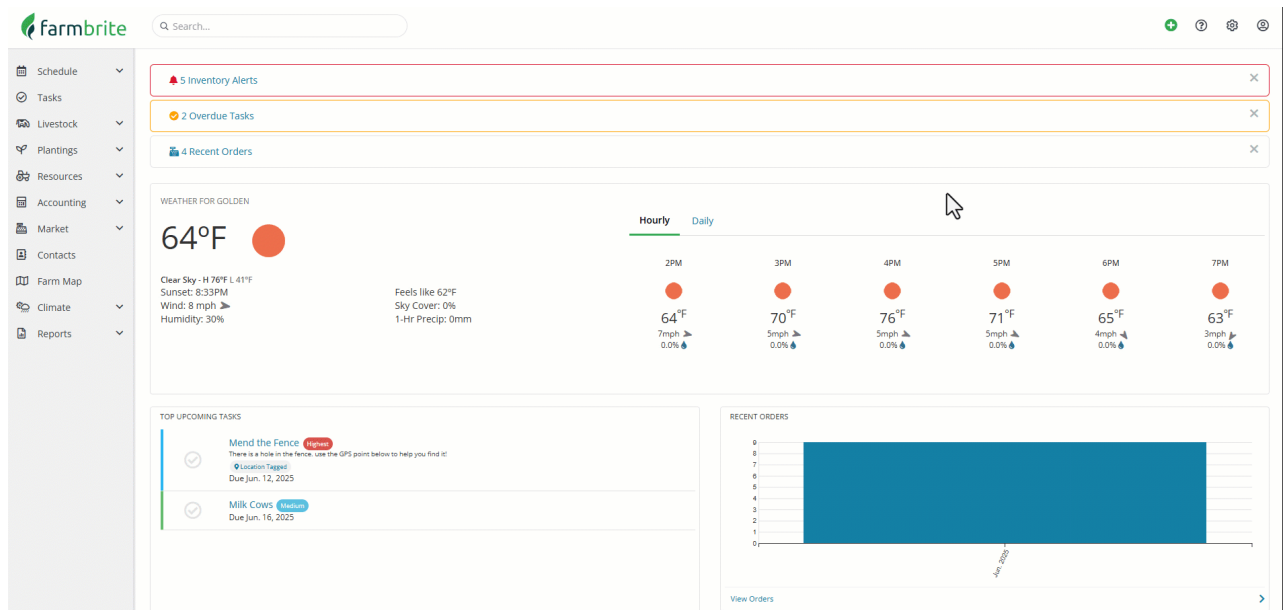


# User Settings

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Once you have access to Farmbrite, you'll probably start by exploring the system and working with farm records. But beyond those, there are also some user settings and profile configuration that you can set up to customize your Farmbrite experience.

To find these, navigate to the User icon in the upper right, and choose Your Profile. Or, if you are an Admin, you can update these settings for any of your users by selecting Settings, then Users.



First, you'll see that your profile is separated into four tabs displayed at the top of the page.

- [Profile](#) - You'll find the basics here, like name, avatar picture, and email address. The avatar you upload and your display name will be used when viewing task assignments.
- [Role](#) - Select what **role** the user should have; *only Admins and Operations Managers can make this change.*
- [Team Membership](#) - Select what **teams** this user should belong to; *only Admins and Operations Managers can make this change.*
- [Settings](#) - Configure selections like default views, reminder emails, and calendar integrations.

## Settings

There are many additional selections within the Settings subsection to configure Farmbrite to your needs.

[Default Calendar View](#) - Select if you'd like your **Farmbrite calendar** to default to the day, week, month, year, or list view.

[Include Due Tasks on Schedule](#) - Choose if your **tasks that have a due date** should be displayed on your Farmbrite calendar.

[Send Schedule Reminder Emails](#) - Optionally receive **reminder emails** when a task is due, or an upcoming event is taking place.

[Publish Calendar Feed](#) - If you'd like to use your own personal calendar outside of Farmbrite, you can

choose to publish your Farmbrite calendar feed to [link it to your Outlook, Gmail, or iCal](#). You can take this URL and connect it to your calendar so your Farmbrite events automatically display on your personal schedule.

Allow API Access - This setting controls whether this user has access to the [Farmbrite API](#). This is an advanced feature can send and get data from other [integration sources](#). Unless you're connecting Farmbrite to other third party software, you won't need this enabled.

Disable User Access - When checked, this feature prevents this user from logging in to Farmbrite, but retains their historical data logs for actions and updates they made to records. This could be great for a seasonal employee; you can disable their access in the off season, and reactivate them next year.

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