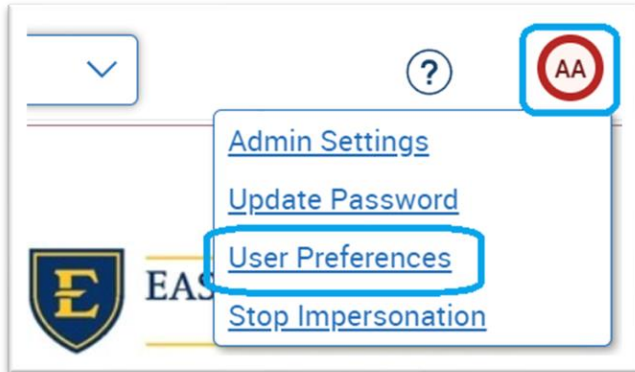# Navigate: Personal Pronouns

Users can set personal pronouns from User Settings. Personal pronouns will show in user profiles, Appointment Center, staff queues, the Upcoming and Recent Appointments tables, in the My Success Team table, the Student Scheduler, and all emails from Navigate.

1. Open user preferences
- In the top right corner of the home screen, click on the circular user icon
- Click *User Preferences* from the pop-up menu

2. Select personal pronouns
- In *Pronouns* drop-down box, select a set of personal pronouns
- At the bottom of the *User Preferences* window, click *Save*