

# User Profile Settings

In the **Settings** section, open the **Additional Options** tab and select **User Profile Settings**. Here you can manage user profile fields, change their order, and make them either required or optional.

The screenshot shows the 'ispringlearn' logo at the top left. Below it is a 'Settings' header with a navigation bar containing tabs for 'Main', 'Branding', 'Additional Options', 'Integrations', and 'Billing'. The 'Additional Options' tab is selected and highlighted with a green border. Below the tabs, a text block reads: 'Here you can activate, deactivate and configure the extra options of your account.' Below this is a list of five settings, each with a green checkmark icon and a description:

- User Portal**: Customize the User Portal settings
- Sign Up**: Allow users to self-sign up to your portal
- Course and Training Catalog**: Learners can self-enroll in courses and trainings added to the Catalog.
- Knowledge Base**: Build a knowledge base out of training materials that are always available to users.
- Gamification**: Motivate and engage your learners with levels, badges, and points.

Below the list is a section titled 'Extra Options' with a blue button labeled 'User Profile Settings' and a hand cursor icon pointing to it.