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How To: Edit an Athlete Birthdate

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3 hours ago · Updated

How To: Edit an Athlete Birthdate

In this section, you will learn how to edit an athlete's Birthdate in CoachMePlus. Follow these steps to make necessary updates to an athlete's Birthdate.

What is this used for?

Birthdates are used for several purposes, including tracking athlete milestones and generating reports based on age-related criteria.

For additional information on athlete management, check out the following articles:

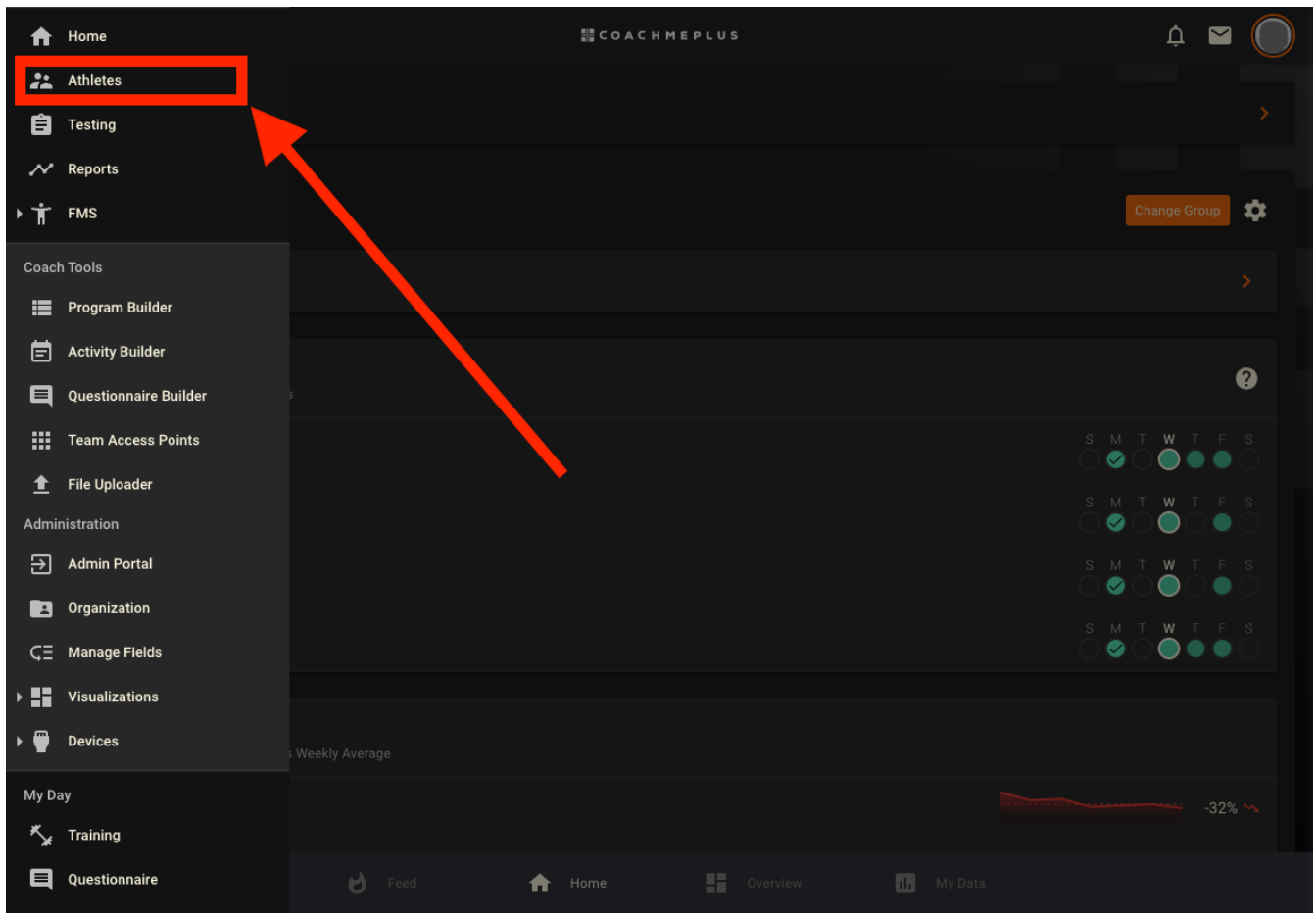[Invite Athletes via Email: A Detailed Overview](#)
[Invite Athletes via Link: A Detailed Overview](#)
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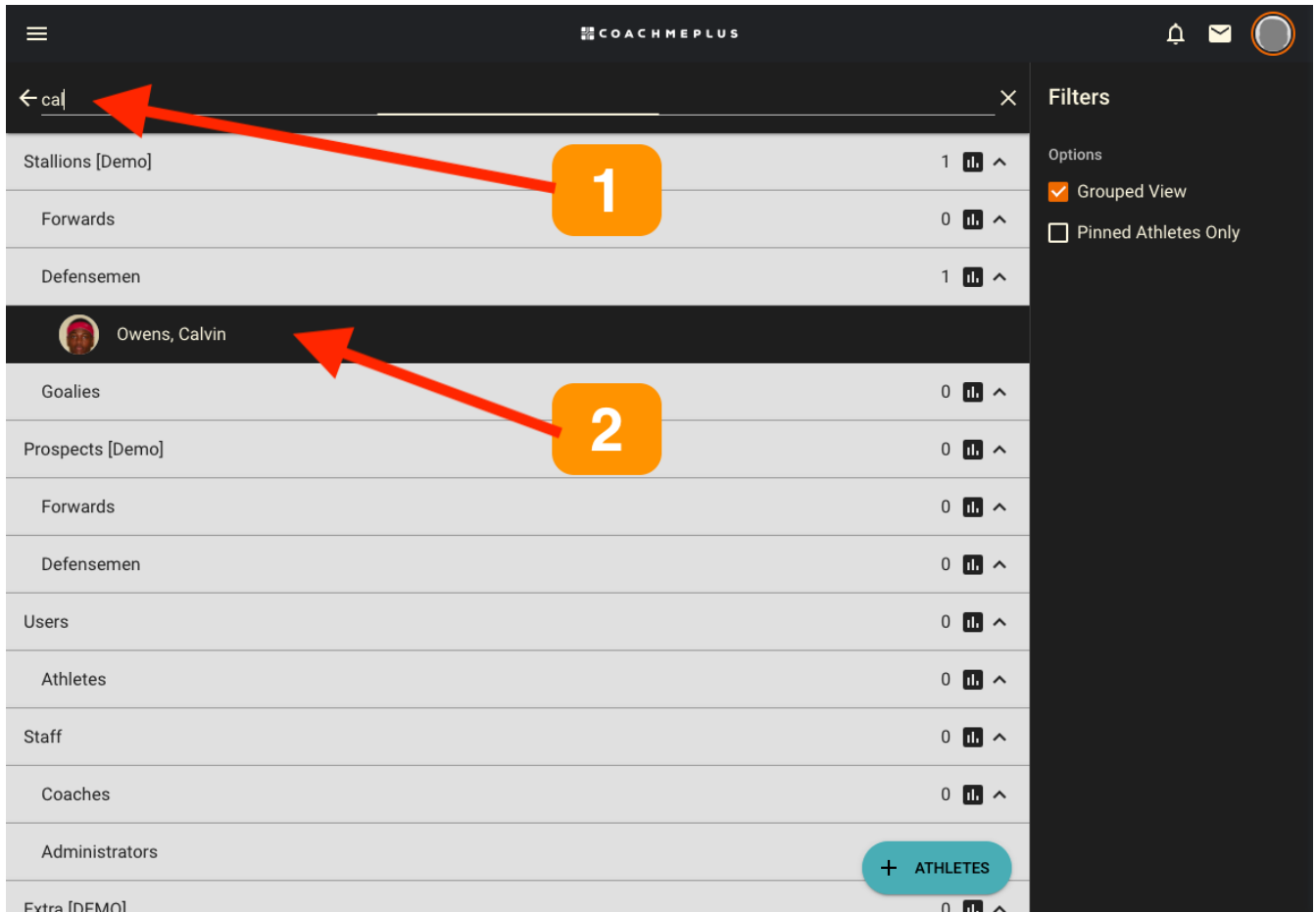
Step 1: Access the Athletes Option

? **Help**

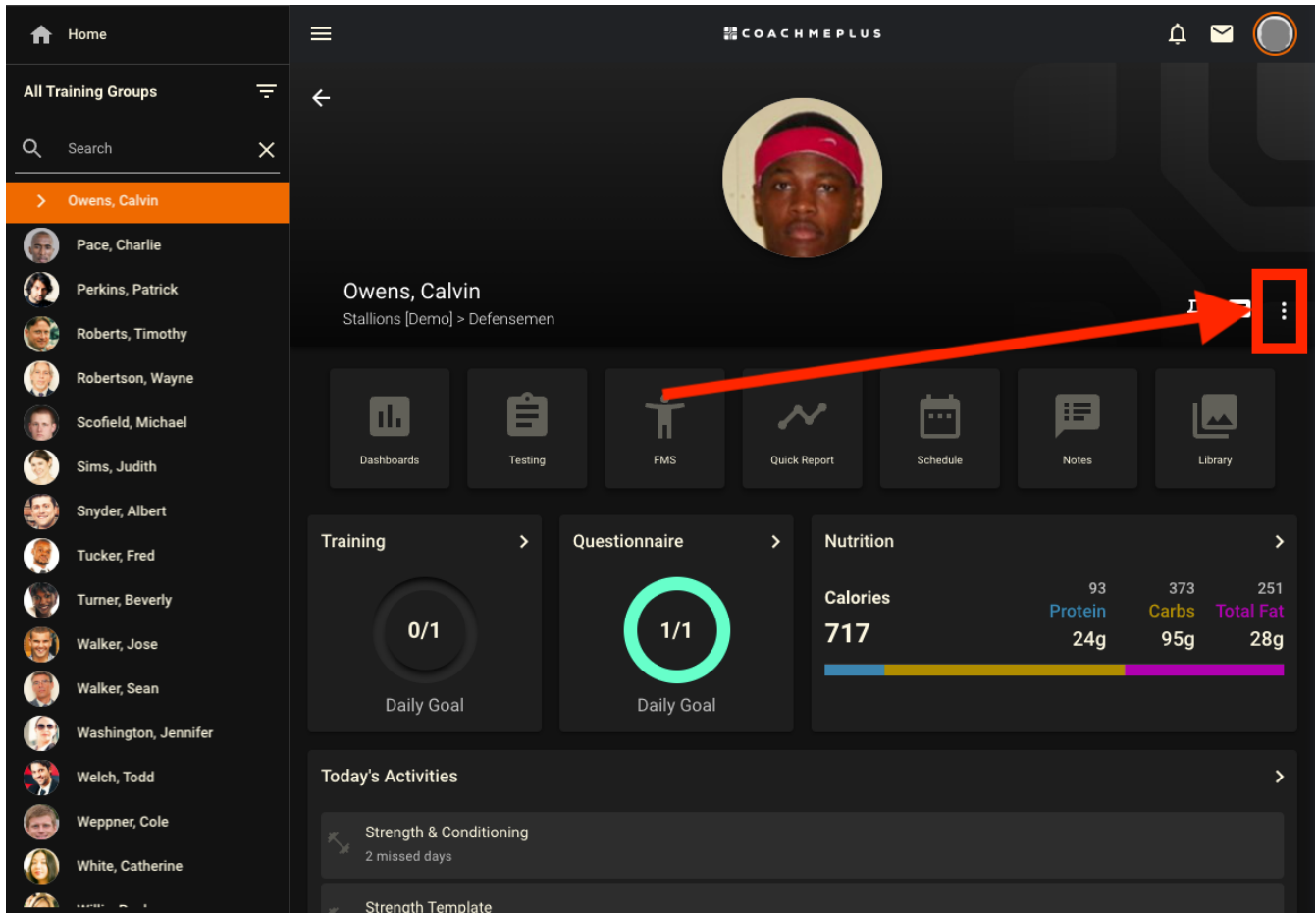- Select the "Athletes" option in the main menu.

Step 2: Search for the Athlete

1. Type the athlete's name in the Search box.
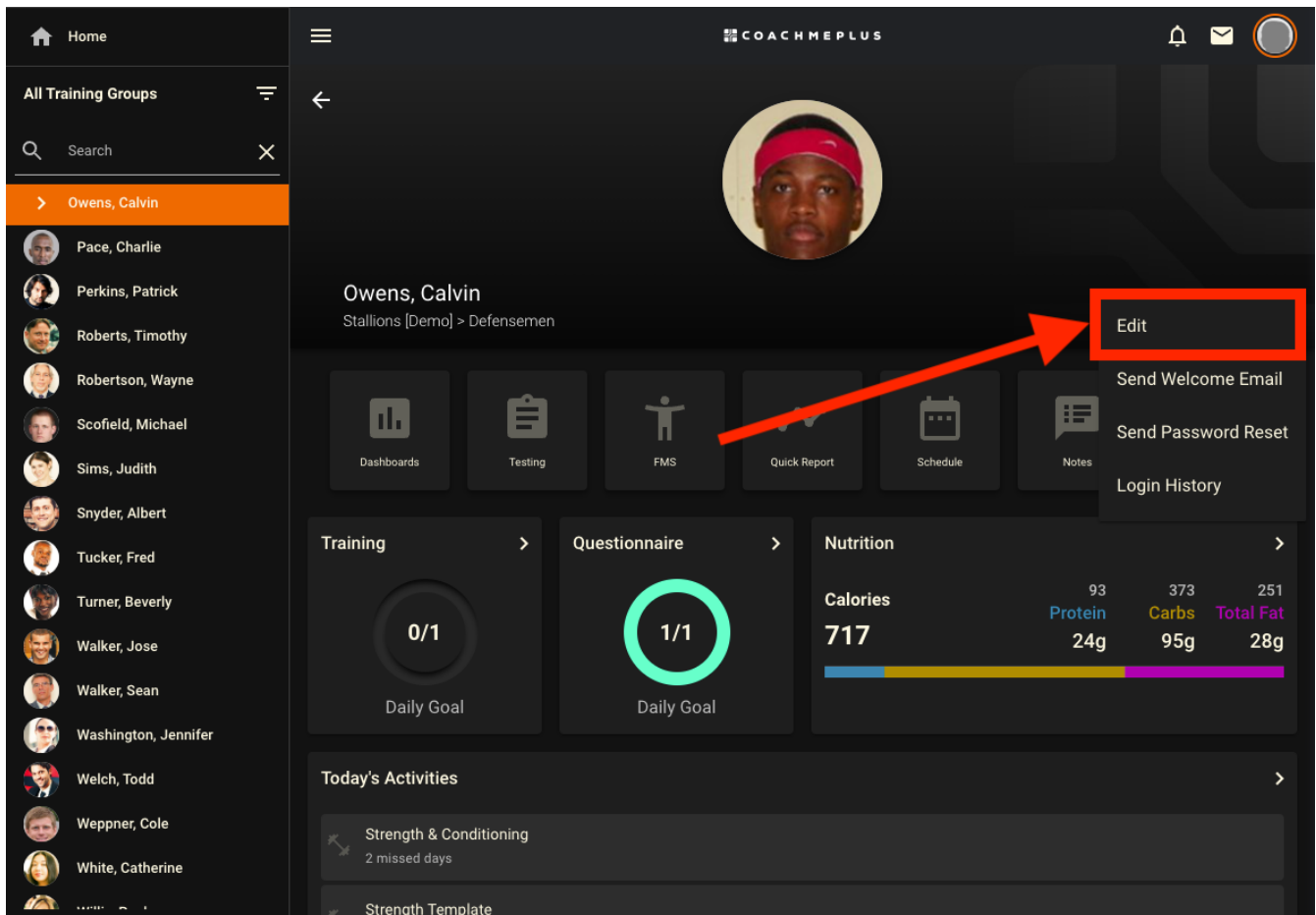2. Select the athlete's profile that you want to edit.

Step 3: Expand Edit Options

- On the Athlete Profile Page, locate the 3-dot menu to expand the edit options.
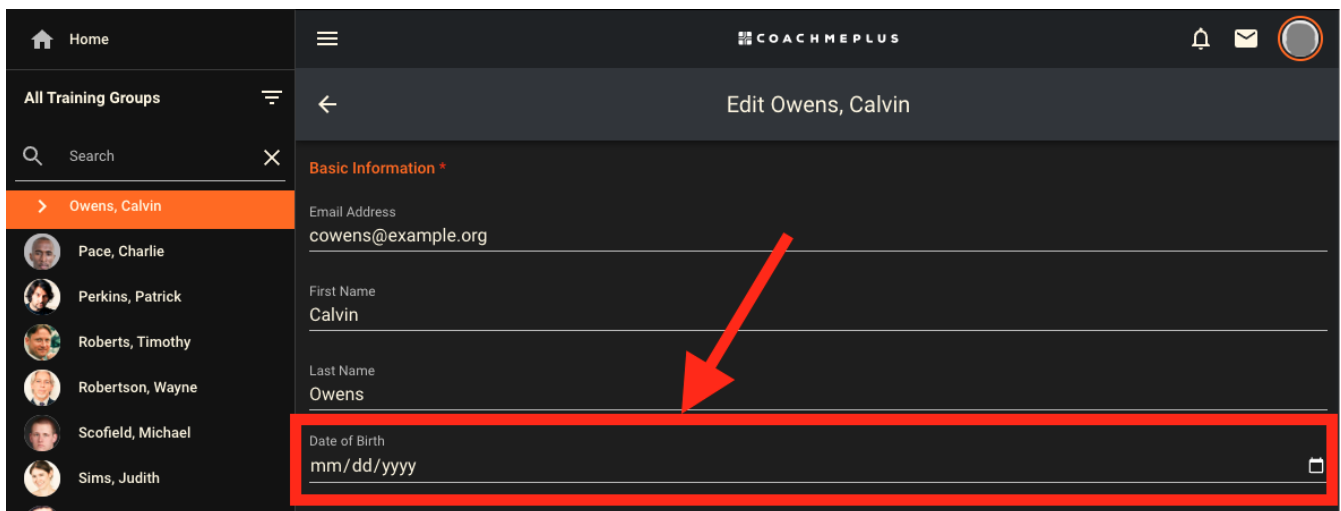
Step 4: Select Edit

- Click on the "Edit" option.

Step 5: Edit Date of Birth

- Under the "Basic Information" section, you can edit the athlete's Birthdate as needed.

By following these steps, you can easily update an athlete's Birthdate within CoachMePlus, ensuring accurate communication and efficient management of athlete profiles.

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