Emory University - Designated Pronoun Tutorial

1. OPUS Navigation: Login to OPUS > Click on the "Profile" tile on your home screen:
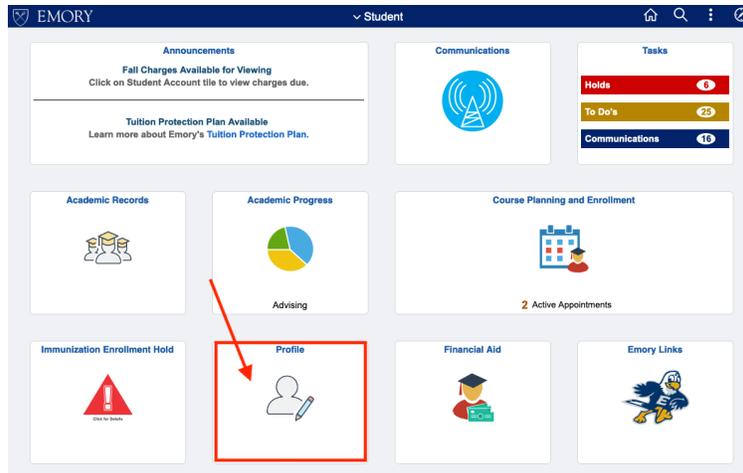
2. Select the "Personal" tab under the "Personal Details" section:
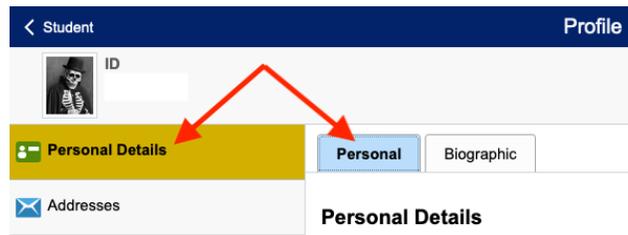
3. To change your Designated Pronoun, select the row titled "Designated":
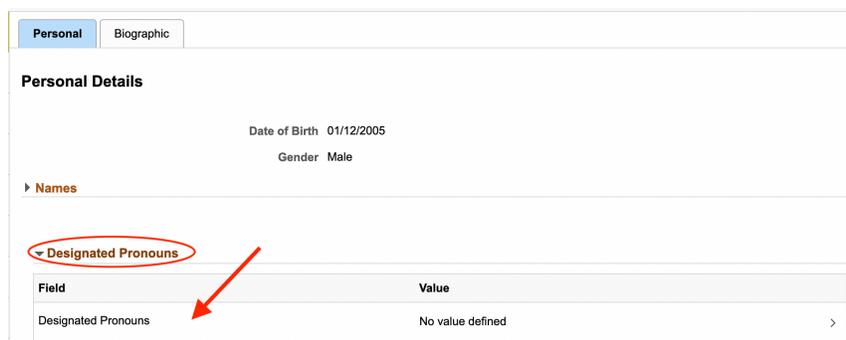
4. In the "Edit Details" Box, select your designated pronoun. If you do not see your designated pronoun, select "pronoun not found" which will open up a text box for you enter your designated pronoun.

Cancel	**Edit Details**	Save

*Designated Pronouns

✓
Prefer not to say
Pronoun Not Listed
he/him/his
she/her/hers
they/them/theirs
xie/hir/hirs
ze/zir/zirs

5. Save changes by clicking the "Save" button.