

# Not authorized error, trying to update personal information via Atlas

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
### Question

I am trying to update my personal information via Atlas, but the fields I need to update are not editable, and are marked as "Not Authorized".

### Search Screen

Search

#### Actions You Are Authorized to Perform

 	Action
Not Authorized	Update Name and Home Address
Not Authorized	Update Work Address and Phone
Not Authorized	Update Ethnicity/Race/Gender/Veteran Status
Not Authorized	Update Emergency Contact
Not Authorized	Update Campus Emergency Notification (MITAlert)
Not Authorized	Update Education History

### Answer

The not authorized error is likely an indication that you are on the **Manage People** tab of Atlas, designed for administrators to update personal information for employees in their area. To update your own directory information, as a faculty or staff member, use the [Atlas Self-Service tab](#).