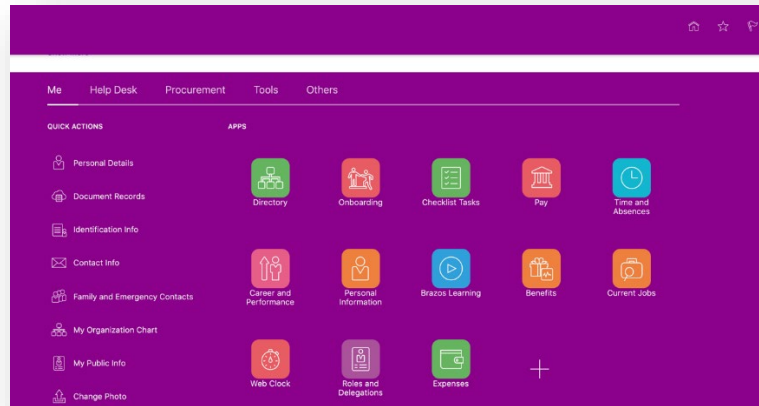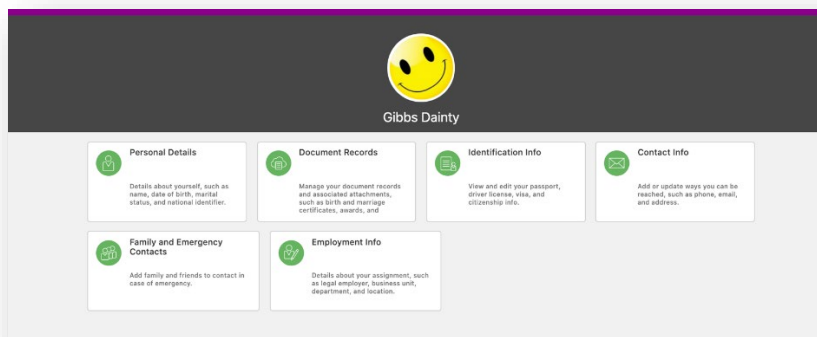# Updating Your Address

When you select **Me** on the springboard slider, you are basically seeing your self service options in Oracle. Some of the most important screens you can access are : **Personal Information**, **Pay**, **Expenses**, **Benefits,** and **Time and Absences**.


Personal Information
This is where you can view and update your basic information like address, contacts, etc.

Click On Contact Info
This is where you can add a personal email address, update your home address, etc. All of these sections work similarly. To **Edit** anything, click the **Pencil** icon to the right of it. To **Add** something, hit the **Add** button to the right of it. I will go over updating your address since that is the most common thing you would probably do here. If you are moving, you can set your address to change as of a certain date. Click the **Pencil** icon to change your address. If you need to enter an *additional* address (ie. you're not moving but you just got a PO box and want **that** to be your mailing address) click **Add** instead.
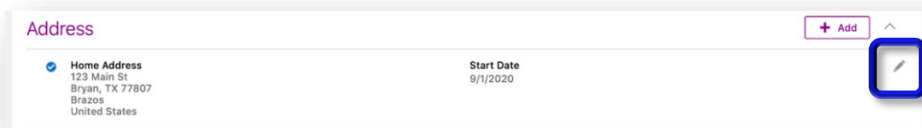
The address section opens up. Record the date that this will be your address (star below). For instance, if you're moving, use the date you are set to move. Then fill in the address fields as normal. When done, hit **Submit** at the top right.