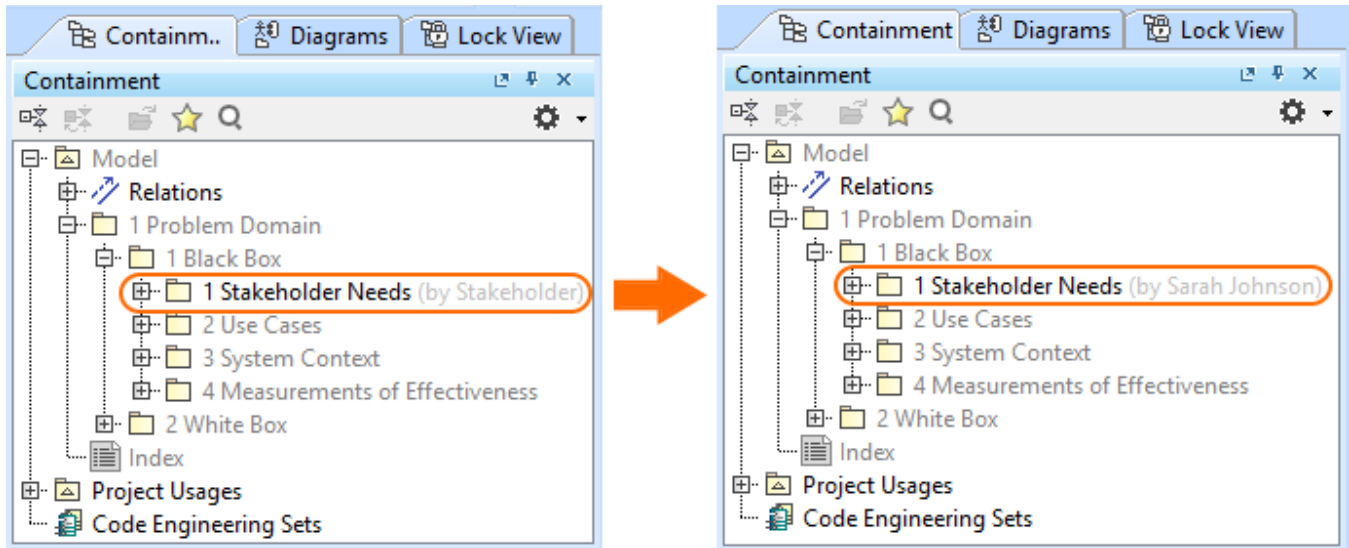# Representation of Teamwork Cloud users

> ⊘ You need to have the **List All Users** permission assigned to change the user representation.

You can customize how users are represented when, for example, they lock model elements by changing the value of the **Representation of Users** environment option.
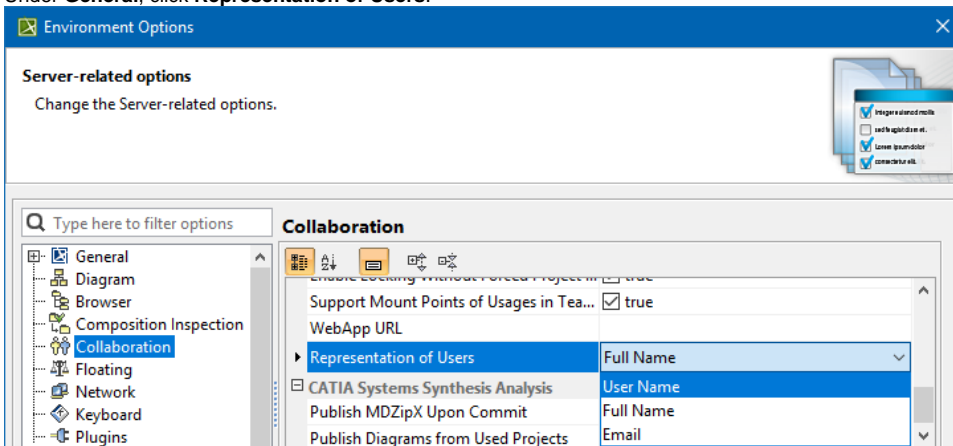

Changing the user representation in the Teamwork Cloud project.

A *User Name* is shown by default in the following cases:

- the corresponding fields (e.g., Full name) are not filled in the Web Application Platform.
- the **List All Users** permission is not assigned to the user.

To choose how to represent users

1. In the main menu, click **Options** > **Environment**.
2. In the panel on the left, select **Collaboration**.
3. Under **General**, click **Representation of Users**.

4. Select to represent users by displaying one of the following:
   - User Name
   - Full Name
   - Email
5. When you are done, click **OK**.
6. Reload an open server project.