

Upload a Profile Picture

Overview

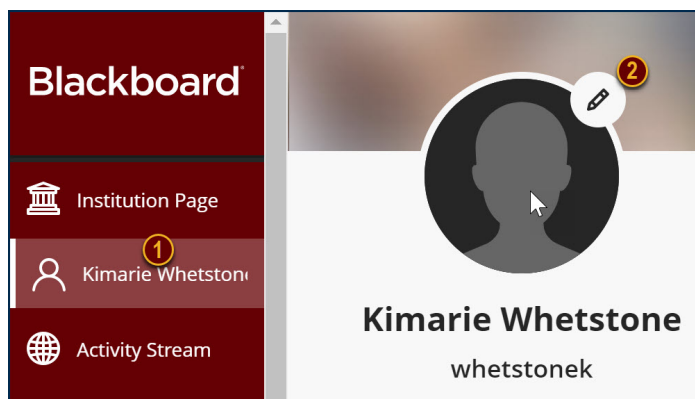
This tutorial will explain how to upload a **Profile picture** to your Blackboard user account.

Quick Steps

User's Profile Name link > Pencil icon on profile silhouette > Upload new profile picture button > Select image > Close X button

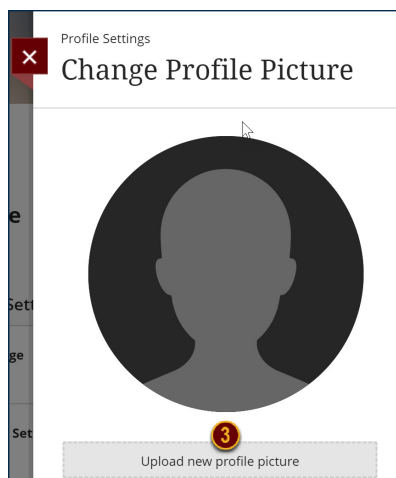
Step 1

Log into Blackboard. Click on your name on the left navigation menu [1]. Click on the pencil icon on your profile silhouette [2].



Step 2

In the panel, click on the Upload new profile picture button [3].

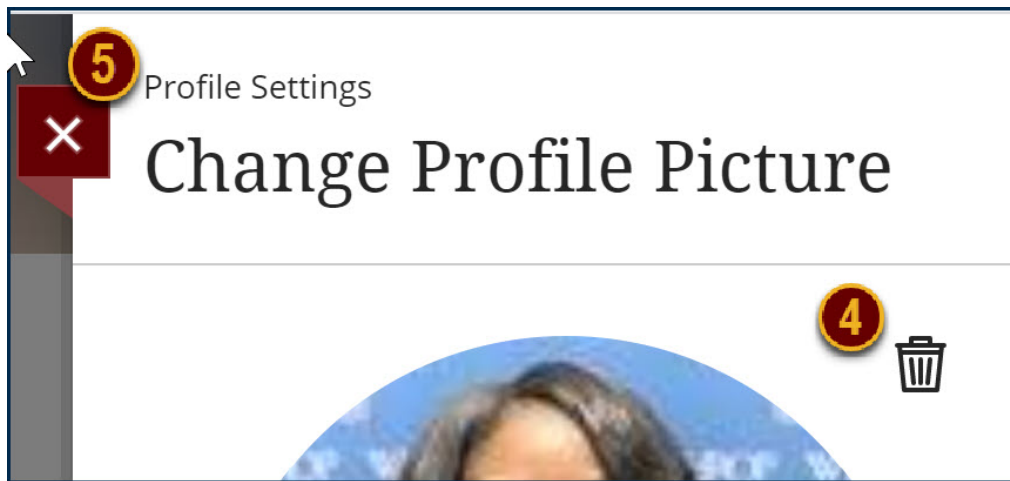


Step 3

Select the image file. The image is now saved in your profile.

Step 4

Click the trashcan icon [4] if you wish to remove the picture. Click the X at the top left to close the panel [5].



Profile pictures *appear on course content pages, course cards, rosters, discussions, conversations, messages next to your activity, and in the gradebook.*