How do I add a profile picture?

A profile picture is a visual representation of the user—often but not always a photograph of the user—that appears next to the user’s name throughout Blackboard. These images are sometimes referred to as avatars.

1. To add a profile picture, log on your Brightspace account. In the top right corner, click your name.

2. You’ll see a new box, click **Profile**.

3. Click on **Change Picture**.

4. Either select your image from My Computer, My Locker, or upload from elsewhere on your computer. Click **Add**.