Adding Avatar to Blackboard

1. Log into Blackboard. (Using Firefox or Internet Explorer, Chrome may not work well with this function)
2. Click Your Name on the Top Right Corner.
3. Click the Photo icon (Edit My Blackboard Profile)
4. You will see a new Edit My Blackboard Profile window.

5. Click Change Picture.
6. You will see a new Change Picture window, click **Upload New**.

7. Now, you can browse your computer to select the picture you want to use.

8. If your chosen picture is too big, you will be asked to Crop picture. Once done, click **Change Picture**.

9. Click **Submit**.

10. Now, you will see your picture throughout your Blackboard site.