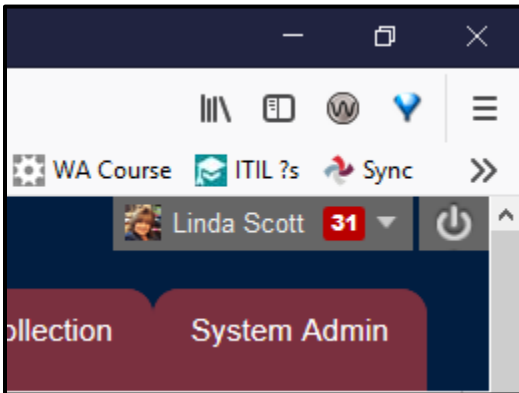
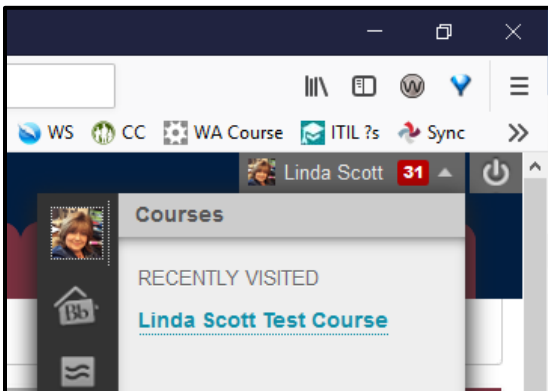


# How to Change Your Picture (or Avatar) in Blackboards' Global Navigation Menu

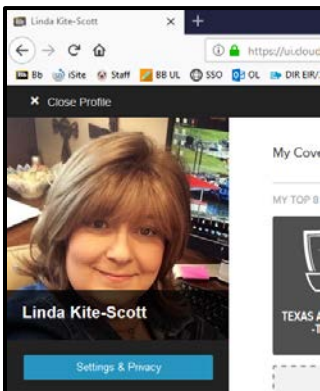
1. Log into Blackboard
2. Click on your picture in the upper right:



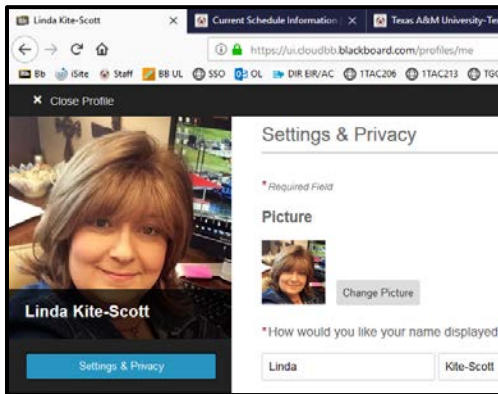
3. Click on your picture in the new window (only click once, don't double-click):



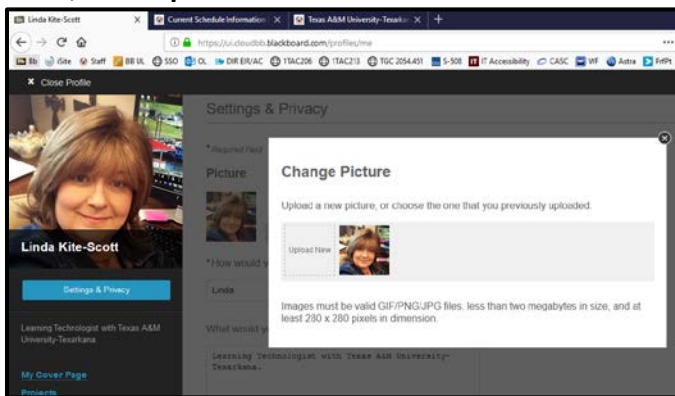
4. In the next new window, click **Settings & Privacy**:



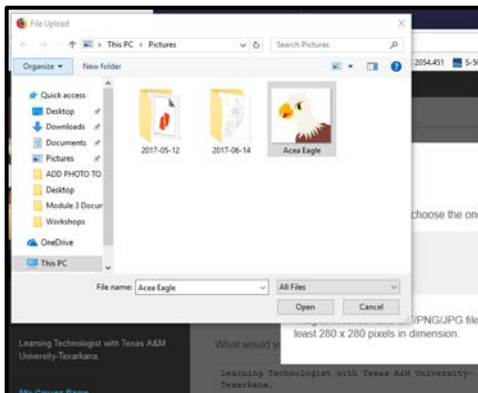
5. In this window, click **Change Picture**:



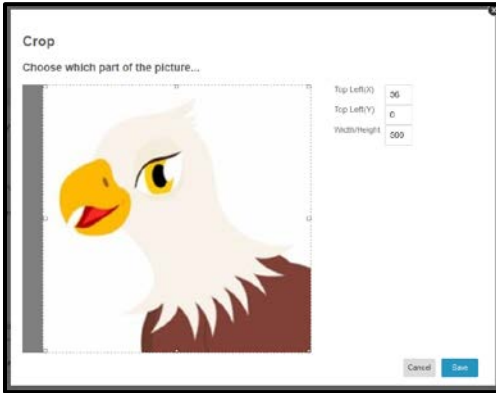
6. Then, click **Upload New**:



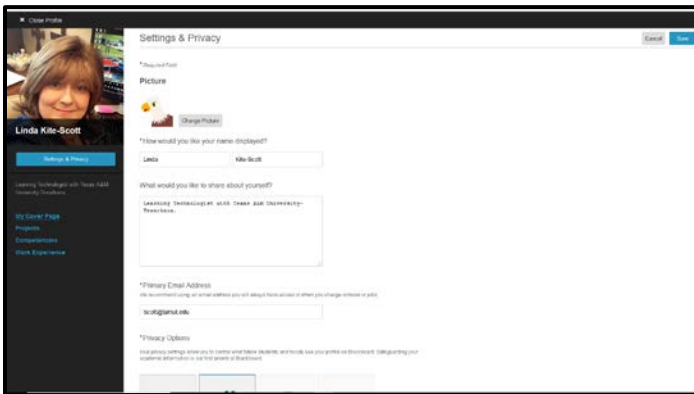
7. Navigate to, and select, new photo.



8. Crop and Save Your New Photo



9. Click Save



10. Your new photo should now appear.

