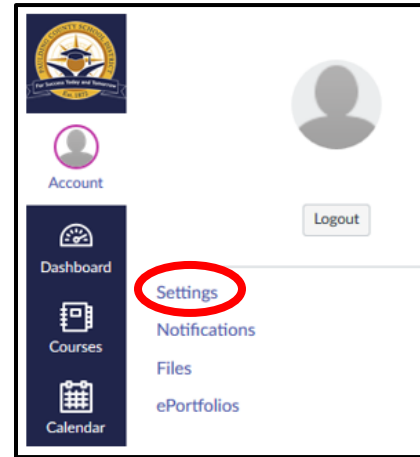


## Canvas Profile Pictures

If your institution has enabled profile pictures, you can add and change profile pictures in your account. If you do not see a placeholder picture in your user settings, this feature has not been enabled.

### To add a profile picture

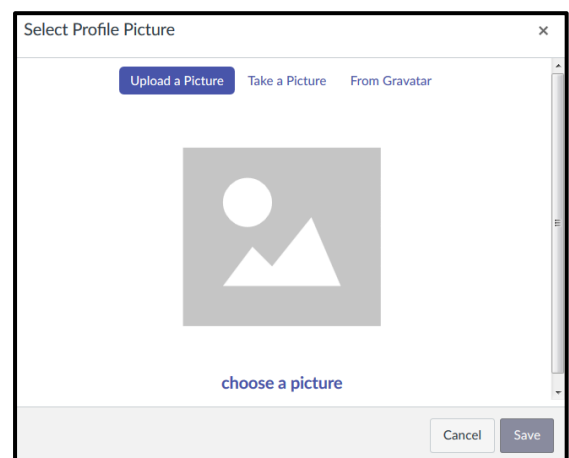
- In the Global Navigation pane on the left, click **Account**.
- Click **Settings**.



- Click the picture icon next to your name.

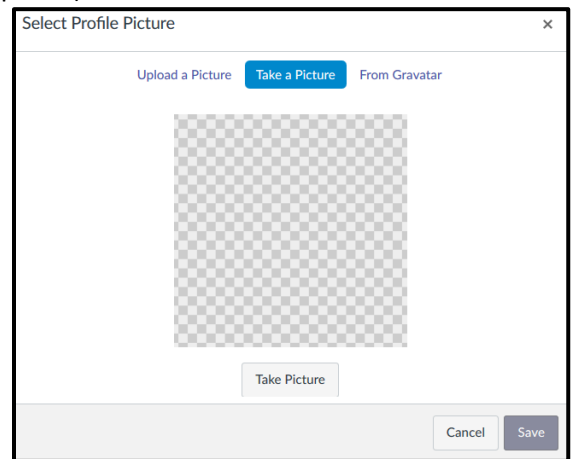


- Add a picture using one of the following methods:
  - **Upload a Picture**
    - Click **Upload a Picture**.
    - Drag a drop a picture into the box or click **choose a picture**, locate the picture you want to use and click **Open**.
    - Drag the selection box on the picture to crop the image.
    - Click **Save**.



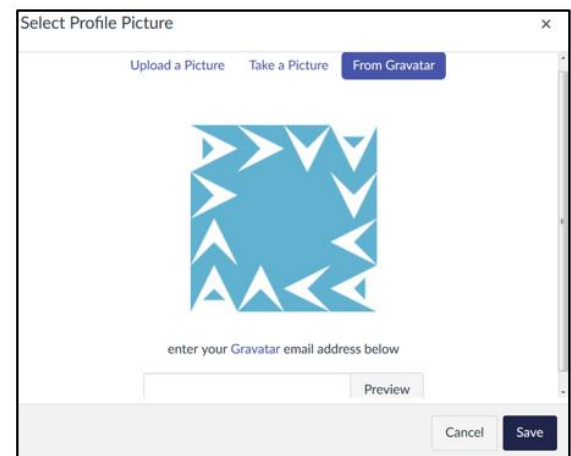
- **Take a Picture** (not supported in Safari or Internet Explorer)

- Click **Take a Picture**.
- Click the **Take Picture** button.
- Click to allow Canvas access to your camera if necessary.
- Click **Retry** to take another picture if desired.
- Click **Save**.



- **From Gravatar**

- Click **From Gravatar** (You must have a Gravatar account with an existing Gravatar already created).
- Enter your Gravatar email address.
- Click **Preview**.
- Click **Save**.

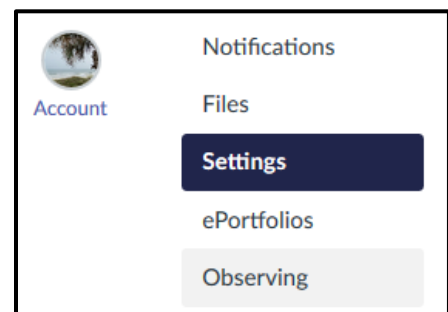


- The picture you selected has replaced the picture placeholder.

## To edit a profile picture

- In the Global Navigation pane on the left, click **Account**.

- Click **Settings**.



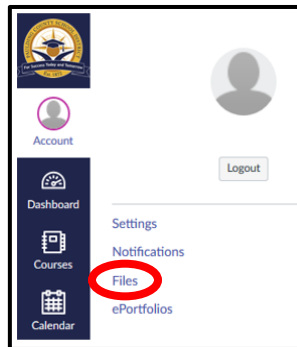
- Click your profile picture to edit it.



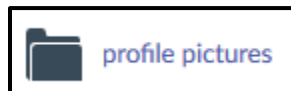
- Replace the picture with a new picture using one of the methods listed above.

## To delete a profile picture

- Click **Files** in the navigation pane.



- Click the profile pictures folder.



- Click the settings icon next to the picture you want to remove.

- Click **Delete**.

