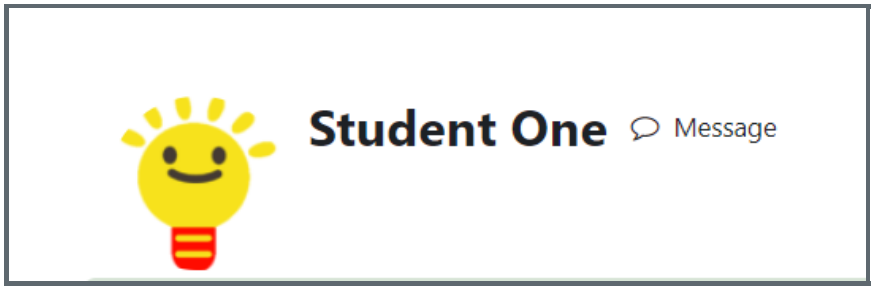
# Change my Profile Image

121 Yexiang Wu Fri, Jul 28, 2023 General 28247 0




An example of profile image

### Overview:

Profile image can be changed according to the users' preference. It can show a user's personality and makes the user easily to be recognised in the group work online.

### What to know:

The acceptable image types includes .gif .jpe .jpeg .jpg .png .svg .svgz, and the maximum image size is 100MB.

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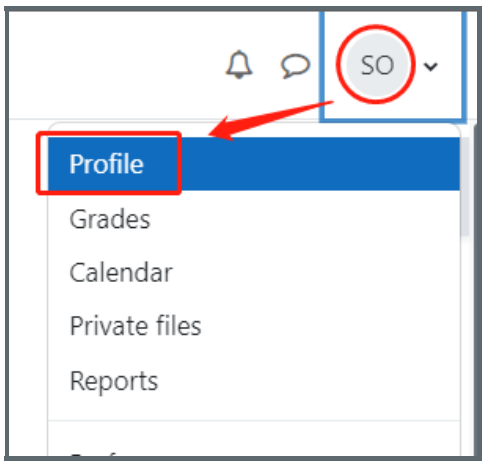
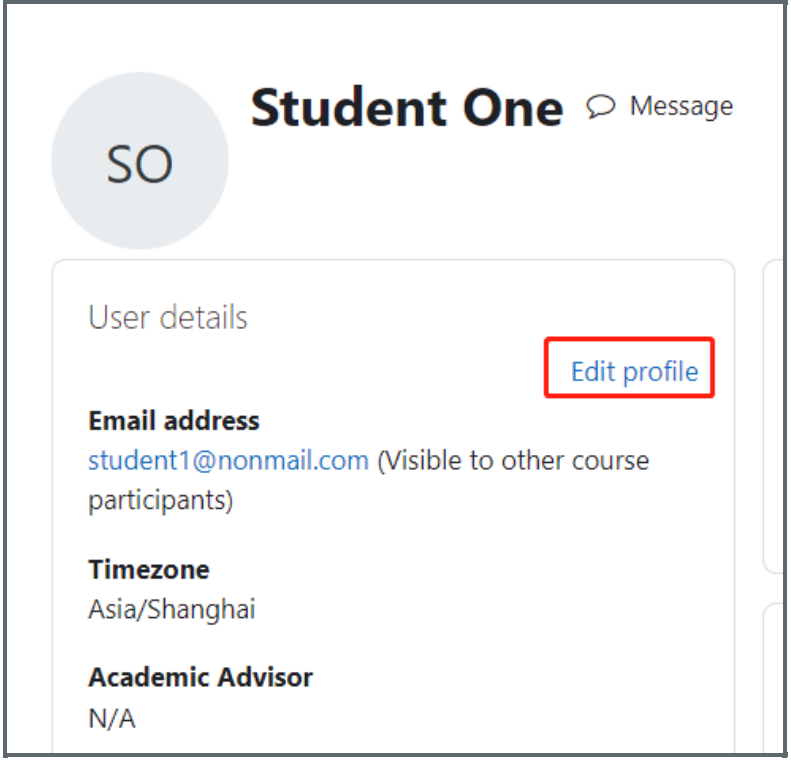
### Step 1: Go to the Profile Editing Page

Click the user menu on the top right corner. Then click "Profile" from the list.



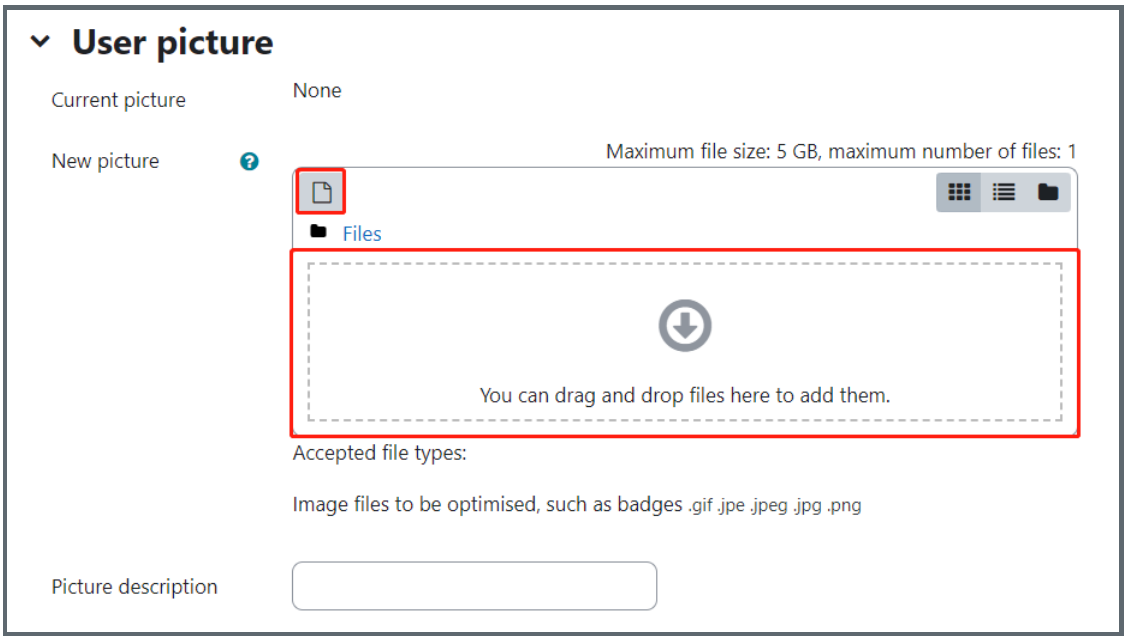

### Step 2: Edit Profile

On the Profile page, you can click button "Edit Profile" to edit your account.



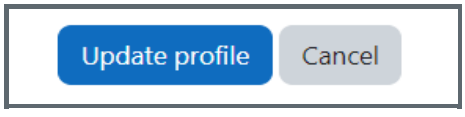

## Step 3: Upload image

On the image editing area like below, you can click the file shape icon to upload an image or drag the image onto the blue box:




## Step 4: Save the changes

Click the button "Update profile" to save the changes.

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