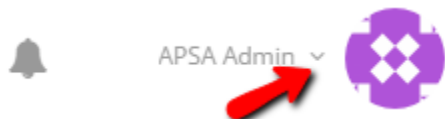


CHANGING YOUR PROFILE IMAGE AND HEADER

To change your profile image and header, complete the following steps:

1. After you log in to APSA Connect, hover your mouse over the arrow next to your username in the top right corner of the window.

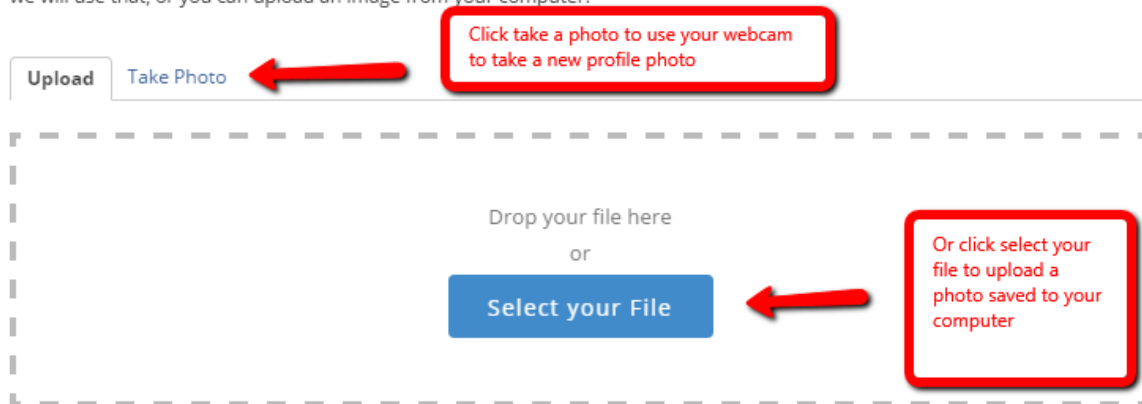


2. You will see a drop-down menu appear. In this menu you should hover over **profile**, then click **change profile photo**.
3. You will see the following screen, which allows you to take a photo using your webcam by clicking **take a photo**, drag and drop a photo file, or upload one from your computer by clicking **select your file**.

[View](#) [Change Profile Photo](#) [Change Cover Image](#)

Change Profile Photo

Your profile photo will be used on your profile and throughout the site. If there is a [Gravatar](#) associated with your account email we will use that, or you can upload an image from your computer.



4. To change your header image, select **Change Cover Image** from the menu at the top left of the screen (shown below).

[View](#) [Change Profile Photo](#) [Change Cover Image](#)

- The next screen will allow you to upload a photo or drop and drag a photo to use as your cover image. Once you select a new photo it will automatically upload.

[View](#) [Change Profile Photo](#) [Change Cover Image](#)

Change Cover Image

Your Cover Image will be used to customize the header of your profile.

Drop your file here
or
[Select your File](#) ←

For better results, make sure to upload an image that is larger than 625px wide, and 225px tall.