

BeachBoard Profile

Complete the following steps to update your BeachBoard profile and add a photo:

1. From the My Home page, click the **Profile** link in the **My Settings** widget.



2. Click the **Change Picture** button to add a photo.

Edit My User Profile

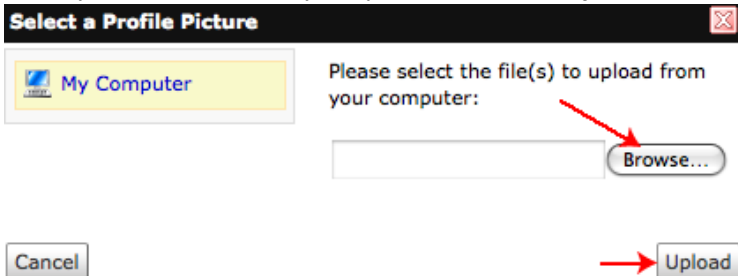
Cancel



Nickname:

Change Picture


3. Click the **Browse** button to search for the photo on your computer
4. Once you have selected your photo, click the **Upload** button.



5. In the **About Me** section enter any information you would like others to see.
6. Click **Save**.

About Me

Interests/Hobbies:	<input type="text"/>
Favorite Music:	<input type="text"/>
Favorite TV Shows:	<input type="text"/>
Favorite Movies:	<input type="text"/>
Favorite Books:	<input type="text"/>
Favorite Quotations:	<input type="text"/>
Favorite Websites:	<input type="text"/>
Future Goals:	<input type="text"/>
Most Memorable Learning Experience:	<input type="text"/>



Remember that image files need to be RESIZED (in [Paint](#) or [Microsoft Photo Editor](#)) before placing them into D2L.

Video - shows process for using Microsoft Paint to resize image and then place it into Microsoft Word, and then SAVE AS a Rich Text Format (.rtf) file.