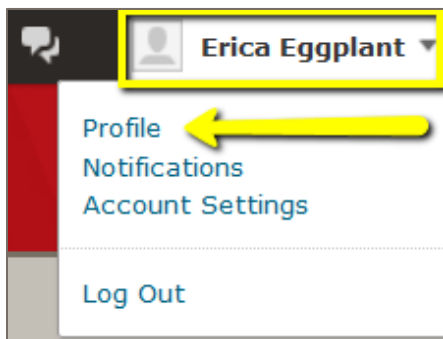


Topic: Profile

Your D2L Brightspace profile can be viewed by the students and instructors in the Classlist. You can choose to upload your profile picture. Your profile picture is displayed in the Classlist as well as in Discussion posts.

To view your Profile:

- Click the drop-down arrow next to your name in the upper right corner.
- Select **Profile**.

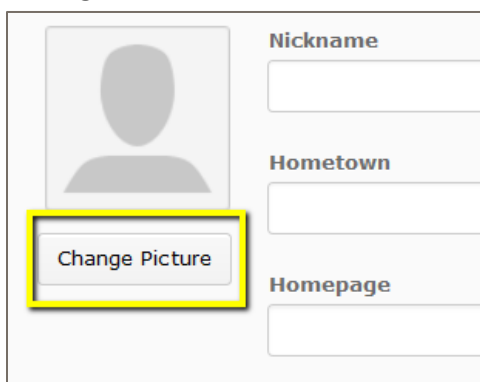


Edit your Profile:

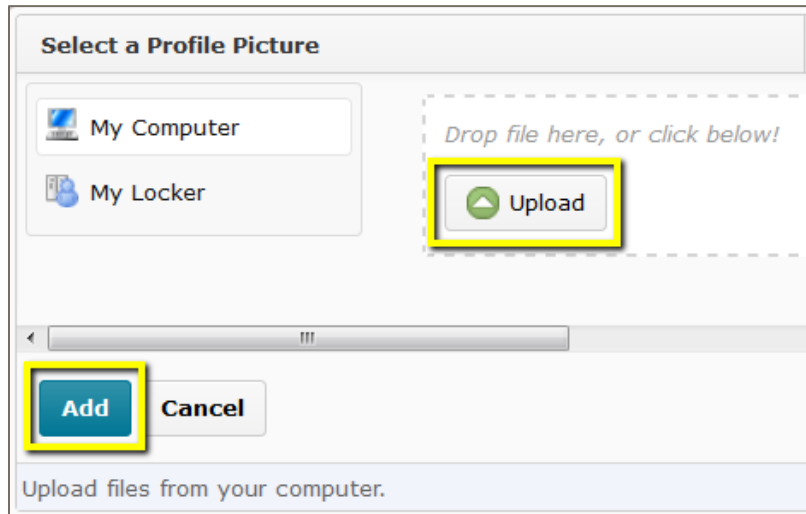
- Enter your Profile information into the text fields.
- Click **Save** or **Save and Close**.

To Change your Profile Picture:

- Click **Change Picture**.



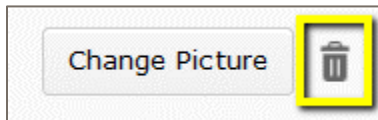
- Click **Upload**.



- Select a Picture and click **Open**.
- Click **Add**.
- Click **Save** or **Save and Close**.

To Remove a Profile Picture:

- Click the drop-down arrow next to your name.
(Top right corner of the window)
- Select **Profile**.
- Click the trash can icon below your picture to delete.



- Click **Remove**.

For More Information

Please contact Instructional Technology Services at support@mnstate.edu or 218.477.2603 if you have questions about this material.