

How to Add an Avatar Image

1. At the top, right of your Blackboard window, click on the drop down arrow to the right of your name, click **Settings**, and then click **Personal Information**.
2. On the **Personal Information** page, click **Personalize My Settings**.
3. On the **Personalize My Settings** page, you can add or change your personal avatar. Click **Use custom avatar image**.
4. Click **Browse My Computer**.
5. Select the avatar image file and click **Open**. The recommended pixel size for an avatar image is 150 by 150.
6. Click **Submit**.

Watch the tutorial on YouTube <https://www.youtube.com/watch?v=MjAE7eQNmK8>