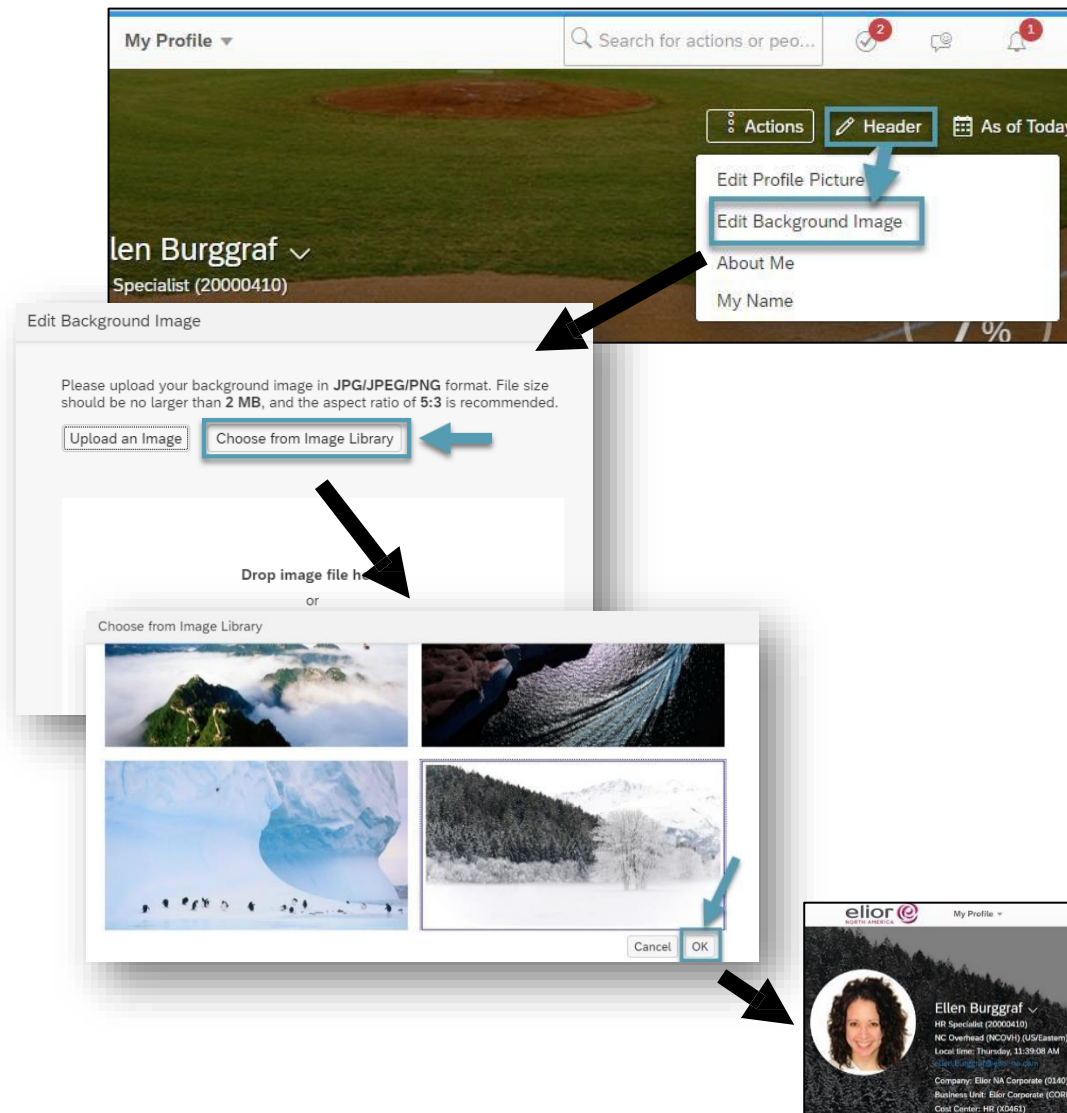


My Profile, continued

Reviewing and Updating My Profile, continued



From Profile screen...

4. Edit Profile Header

- Click **Header** drop-down
 - Edit Profile Picture, Edit Background Image, About Me, and My Name menu options display*

To edit profile picture...

- see [Step 1 - Update Profile Picture](#)

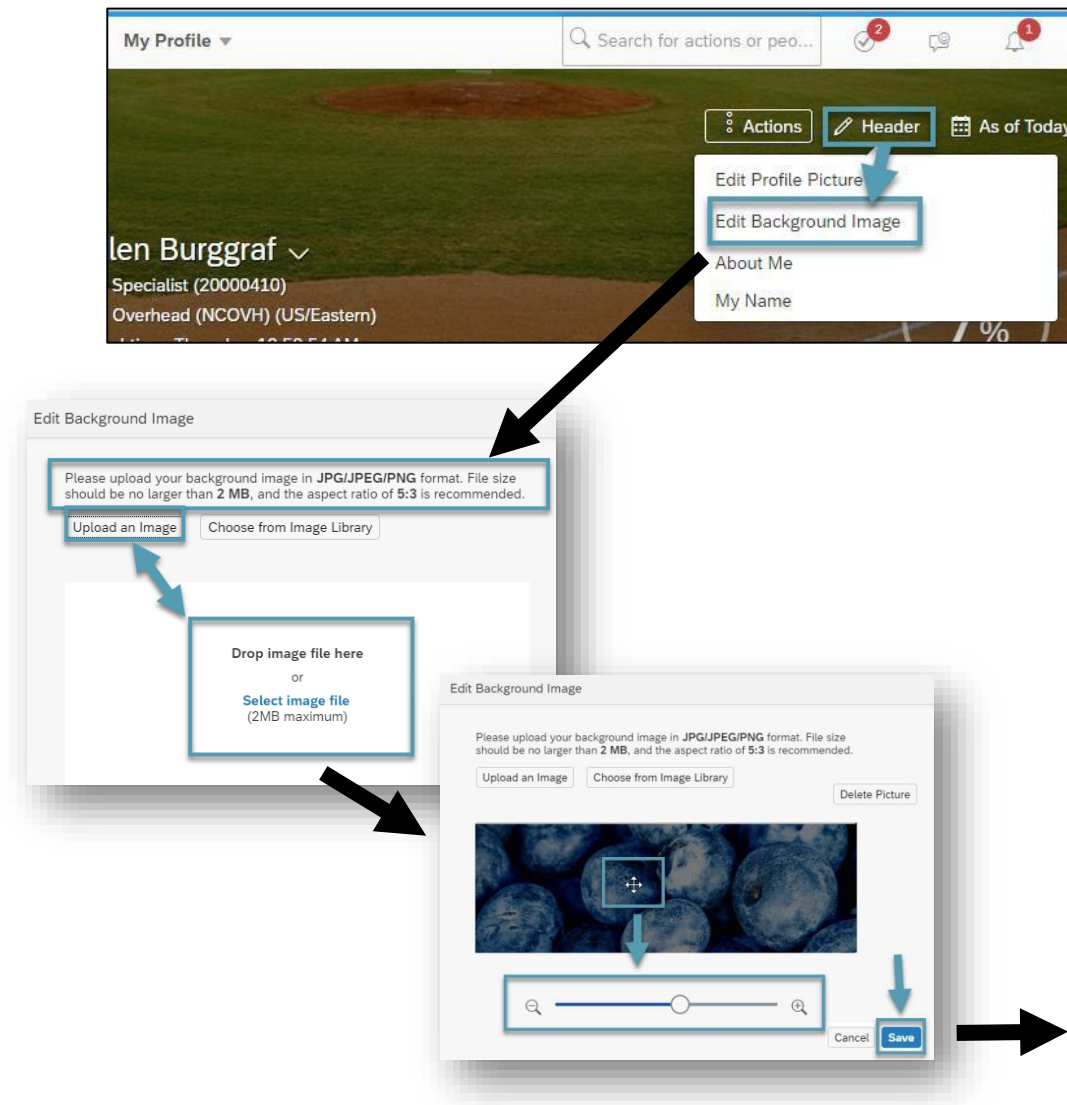
To edit background image...

- Select **Edit Background Image**
 - picture upload window opens

IF selecting...	THEN...
Fra[ME].wrk stock image	- Click Choose from Image Library <i>Choose from Image Library</i> window opens - Select image from options available - Click OK - profile returns with image uploaded

My Profile, continued

Reviewing and Updating My Profile, continued

4. Edit your profile header – *To edit background image, continued*

IF selecting...	THEN...
personal image	- Select an appropriate work image in JPG, JPEG, or PNG format and no larger than 2MB, as listed in window - Drag and drop image from your computer in space provided - images can also be uploaded from your computer by clicking Upload an Image or Select image file link - Hover over photo to display cross arrows and adjust position of photo as necessary and/or use zoom in/out tool - Click Save - profile returns with image uploaded

