



## Adding a Profile Picture in D2L – Student D2L Tutorial

This tutorial is designed for students using D2L for their courses. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

### Scenario

This tutorial will cover the steps involved when you want to add (or change) your Profile picture – the picture that appears next to your name in D2L (in the Discussions, Classlist, etc.).

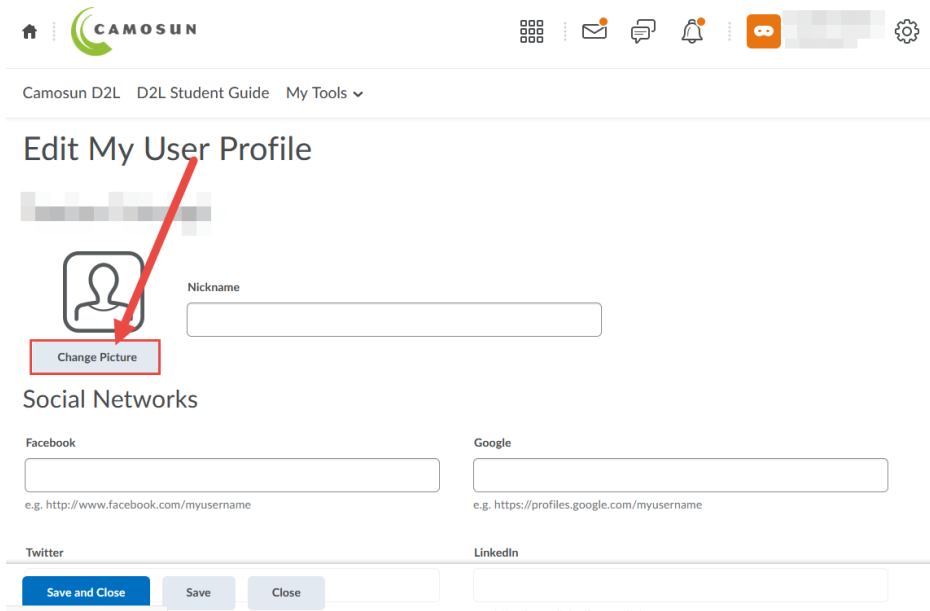
### Steps

1. After you log on to D2L, click on your name at the top right, and select **Profile**.

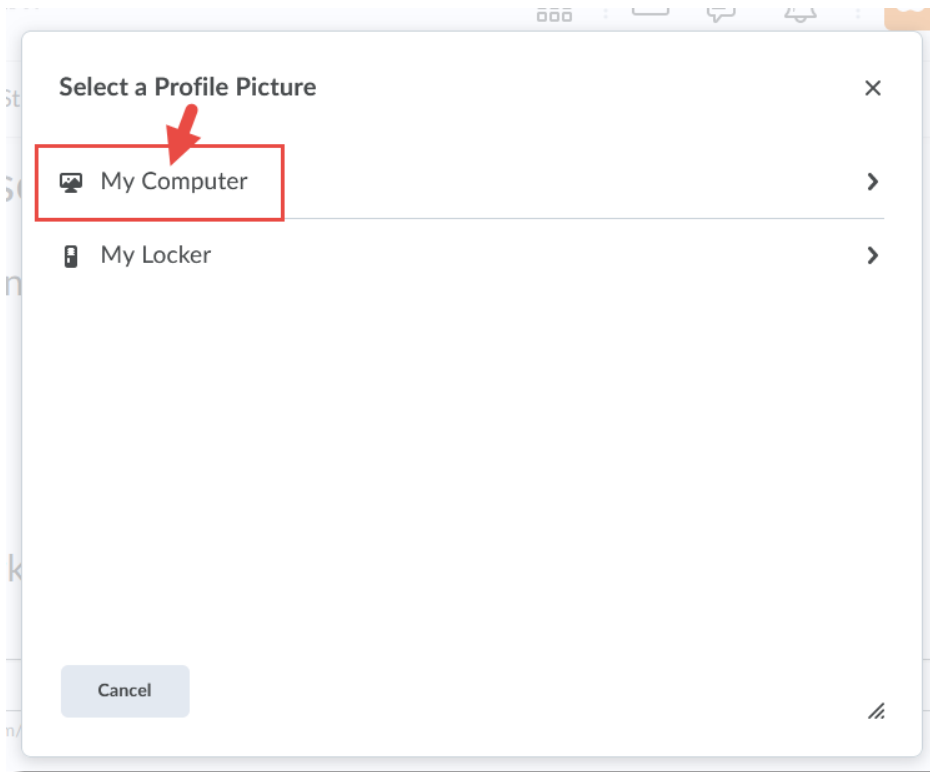
The screenshot shows the D2L student interface. At the top right, the user's name "Training01 Student" is displayed next to a profile picture icon. A red arrow points from the name to the profile icon. A dropdown menu is open, showing options: Profile, Notifications, Account Settings, Progress, and Log Out. A red arrow points from the profile icon to the "Profile" option in the dropdown menu. The main content area shows "My Courses" and "News" sections. The "News" section has a headline "Change in Library & Writing Centre" and a post by Wendy McElroy dated August 17, 2021, 1:27 PM. The post text states: "The Library launched its new website August 18, at 10:00 am. Links to current Library and Writing Centre webpages will need to be updated in your D2L courses once the new sites are launched. For example:" followed by two bullet points listing URL changes for the Library and Writing Centre. The "Faculty Support Hub Training" section is visible on the left.



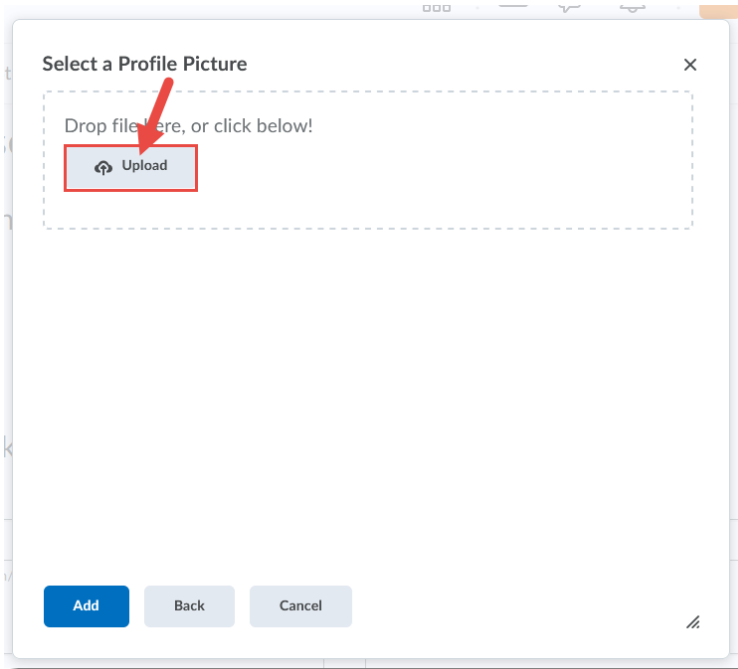
2. In the **Edit My User Profile** area, click **Change Picture**.



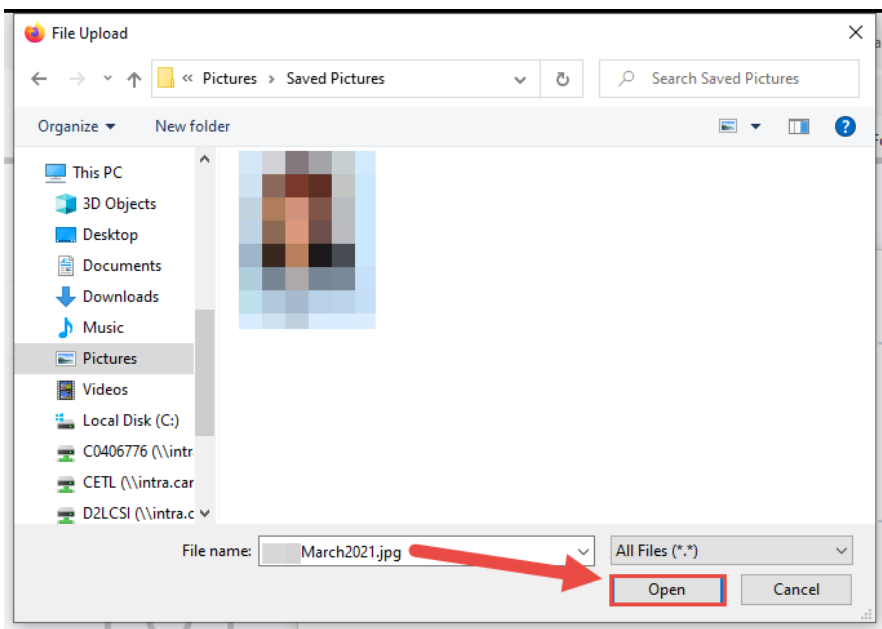
3. In the **Select a Profile Picture** pop-up, click **My Computer**.



4. Click **Upload**.

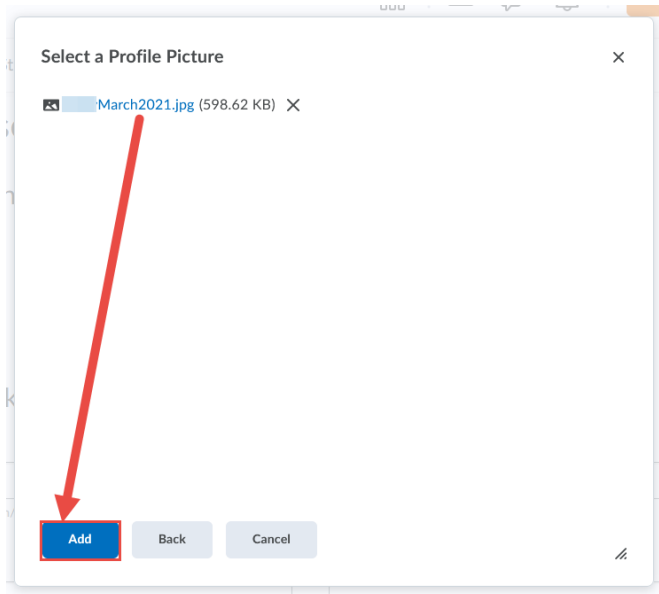


5. Find a picture on your device and click **Open**.

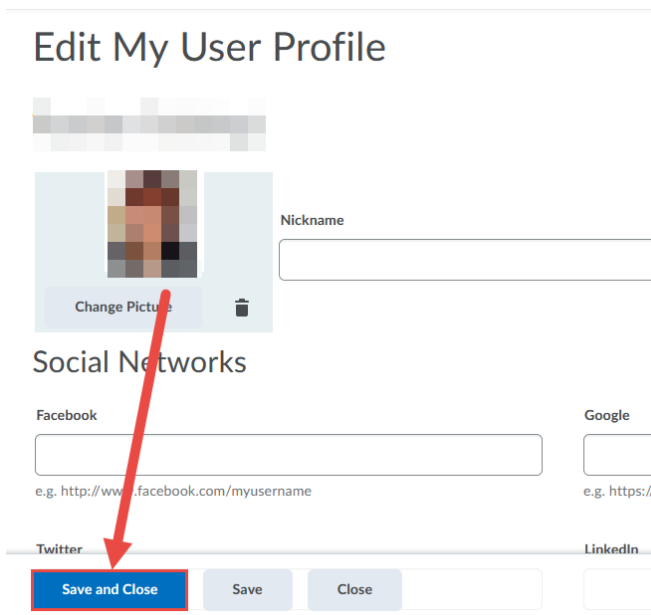


This content is licensed under a [Creative Commons Attribution 4.0 International License](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).

6. Click **Add**.



7. Click **Save and Close**.



## Things to Remember

Your profile picture will appear throughout D2L in *all* your courses, wherever your name appears, for example in the Classlist and Discussions tool.



This content is licensed under a [Creative Commons Attribution 4.0 International Licence](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).