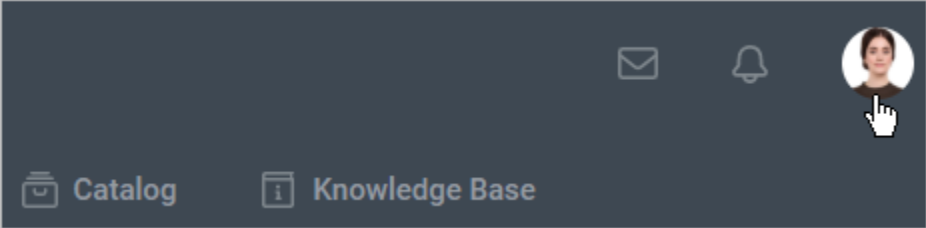


# Profile Settings

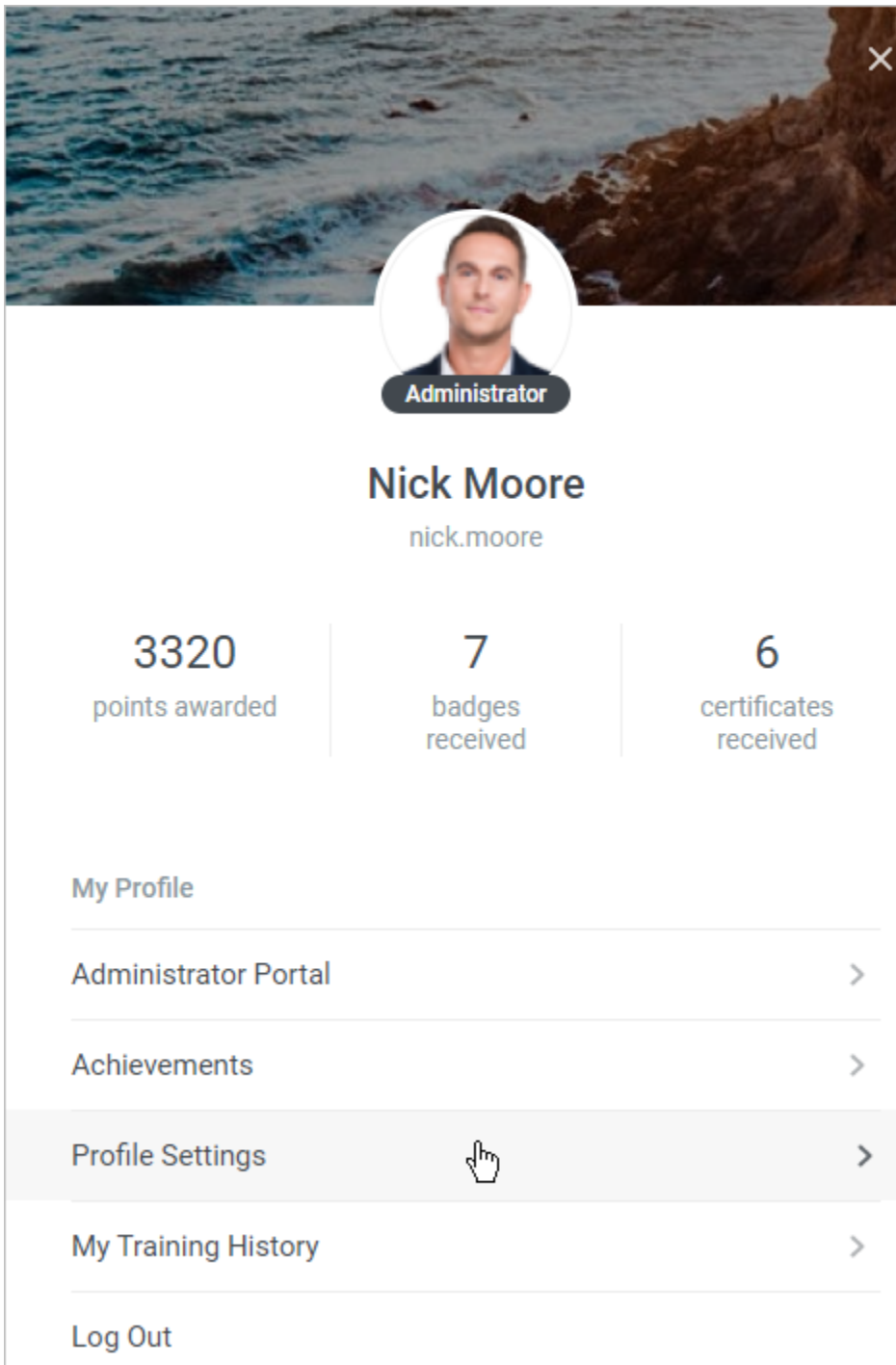
In the **Settings** section, learners can change their photo, portal language, and password.

To proceed to the section:

1. Click on the photo at the top right corner.



2. In the opened sidebar, click **Profile Settings**.



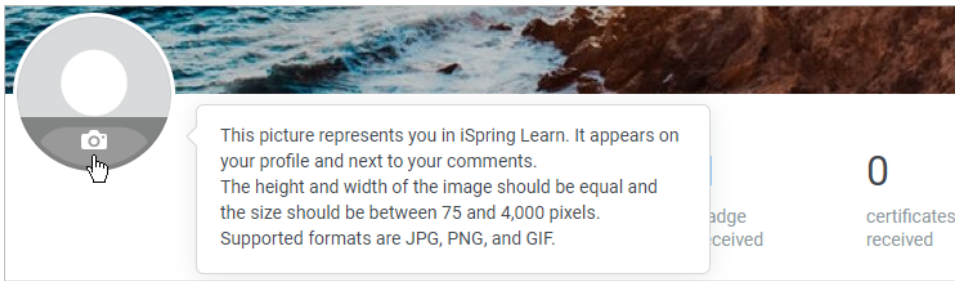
- [Uploading a New Photo](#)
- [Selecting Language](#)
- [Login and Email](#)
- [Changing Password](#)

## Uploading a New Photo

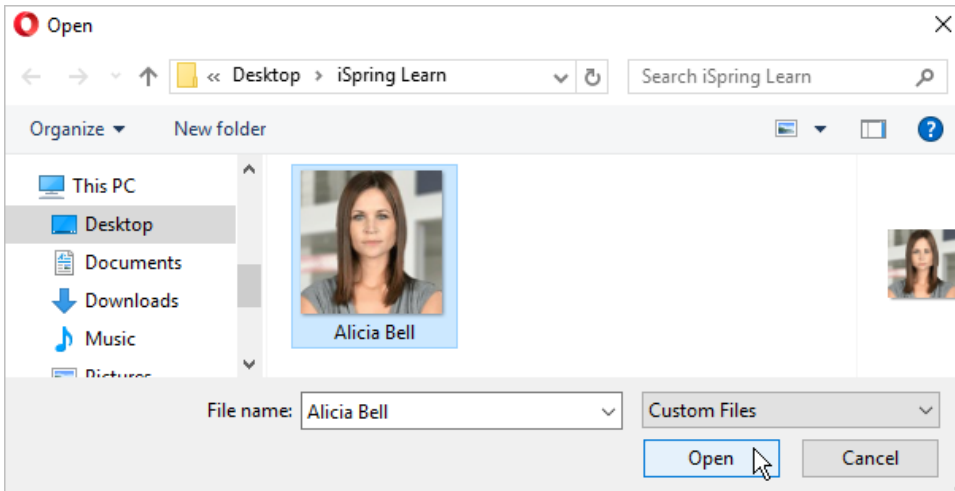
To add a new profile photo:

1. Click the default picture. The supported photo formats are JPG, PNG or GIF. A side size should be from 75 to 4,000 pixels.

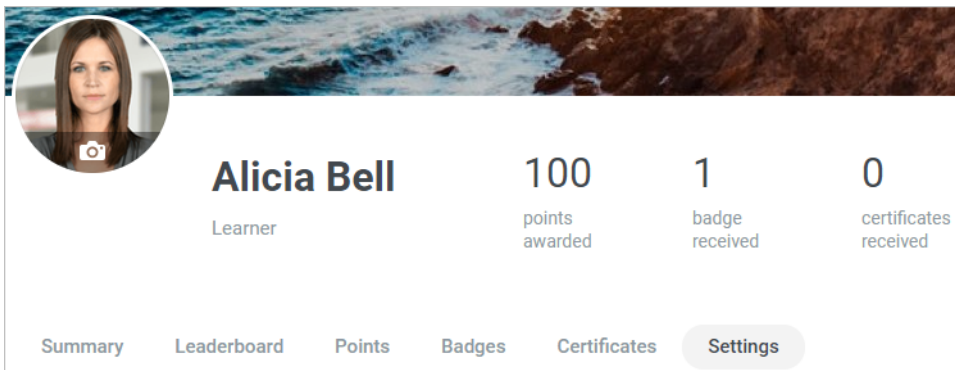
**Important:** the picture should be square, that is to say, all its sides are supposed to be equal.



2. Next, select a photo on the computer and click **Open**.



3. The photo will be uploaded to the profile.



## Selecting Language

The account language version for certain departments are specified in the [Settings](#) section. But users can also select a language in their personal accounts on their own.

## Account Settings

Language:

English

Your login:

Your email:

Russian

English

Spanish

Chinese

Japanese

## Change Password

### Login and Email

On the **My Profile** page, users can check their login and email address. To change your login or email, [contact](#) your administrator.

The account owner can [change](#) logins in the **Users** section. To change the account owner's email, address [iSpring Support Team](#).

## Account Settings

Language:

English

Your login:

alicia.bell@ispringsolutions.com ⓘ

Your email:

alicia.bell@ispringsolutions.com

### Changing Password

To change the password, enter your current password, then your new password, and retype it in the **Confirm** field. Finally, click **Save**.


### Change Password


Current password:

Type in your current password.

New password:

Confirm new password:

**Save** 

 Learn how to enable or disable strong passwords in the [Settings and Security](#) article.