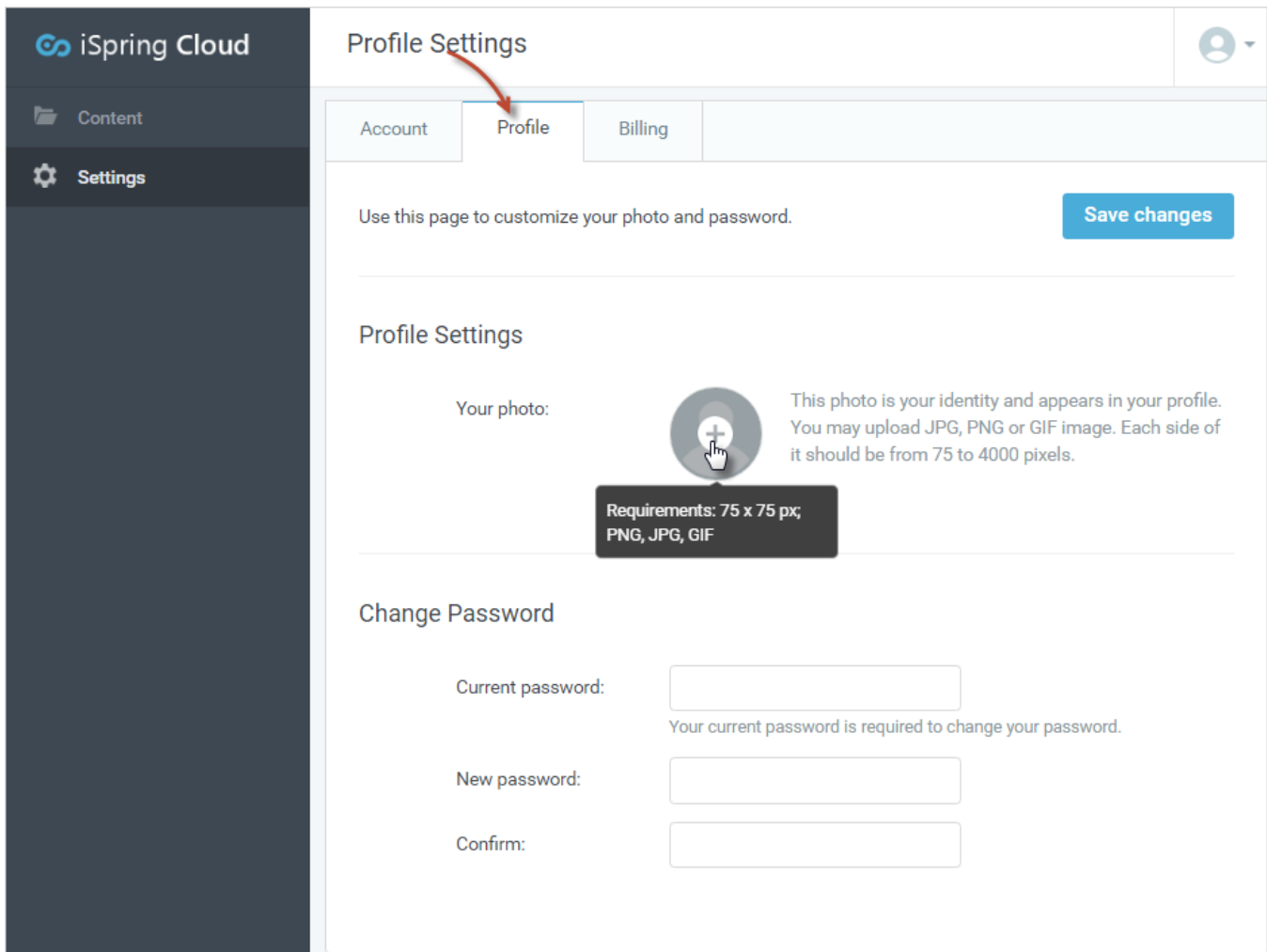


# Add User Profile Photo

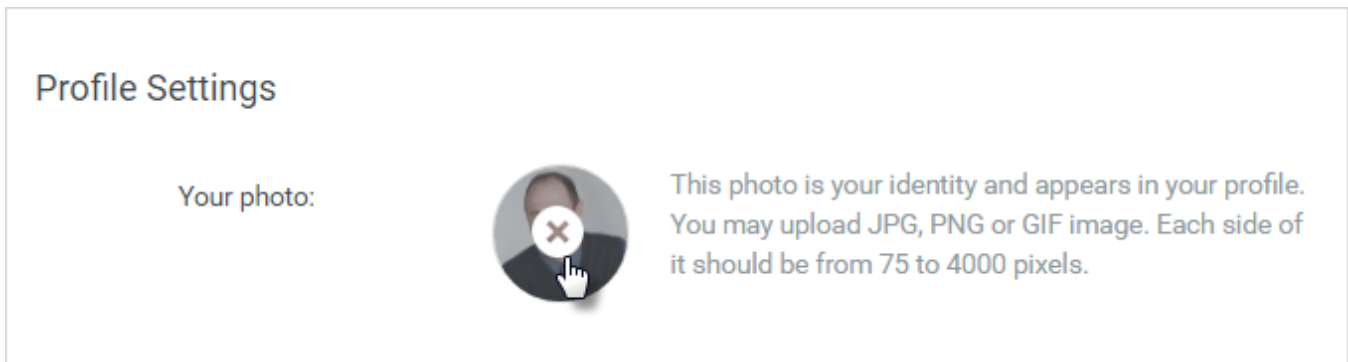
To upload a photo to a user profile:



The screenshot shows the iSpring Cloud interface. On the left is a dark sidebar with 'iSpring Cloud' at the top, followed by 'Content' and 'Settings' (highlighted with a gear icon). The main area is titled 'Profile Settings' and has three tabs: 'Account', 'Profile' (selected, with a red arrow pointing to it), and 'Billing'. Below the tabs, a message says 'Use this page to customize your photo and password.' with a 'Save changes' button. The 'Profile Settings' section contains 'Your photo:' with a circular placeholder icon featuring a plus sign and a hand cursor. A tooltip below the icon states: 'Requirements: 75 x 75 px; PNG, JPG, GIF'. To the right of the icon, text explains: 'This photo is your identity and appears in your profile. You may upload JPG, PNG or GIF image. Each side of it should be from 75 to 4000 pixels.' Below this is the 'Change Password' section with three input fields: 'Current password:', 'New password:', and 'Confirm:'. A message below the first field reads: 'Your current password is required to change your password.'

1. On the **Profile** page, click the plus icon.
2. Choose a photo on your PC and click **Open**.
3. The photo will be uploaded and updated automatically. It appears in the user's profile in the right upper corner.

To remove a photo, mouse over the existing photo and click the cross icon.



This screenshot shows the 'Profile Settings' section of the iSpring Cloud interface. It features the 'Your photo:' label and a circular placeholder icon with a red 'X' and a hand cursor. The same explanatory text about photo requirements is present: 'This photo is your identity and appears in your profile. You may upload JPG, PNG or GIF image. Each side of it should be from 75 to 4000 pixels.'



Only JPG, PNG, GIF images are accepted. Your photo will be resized to fit within 75px wide, 75px tall.

