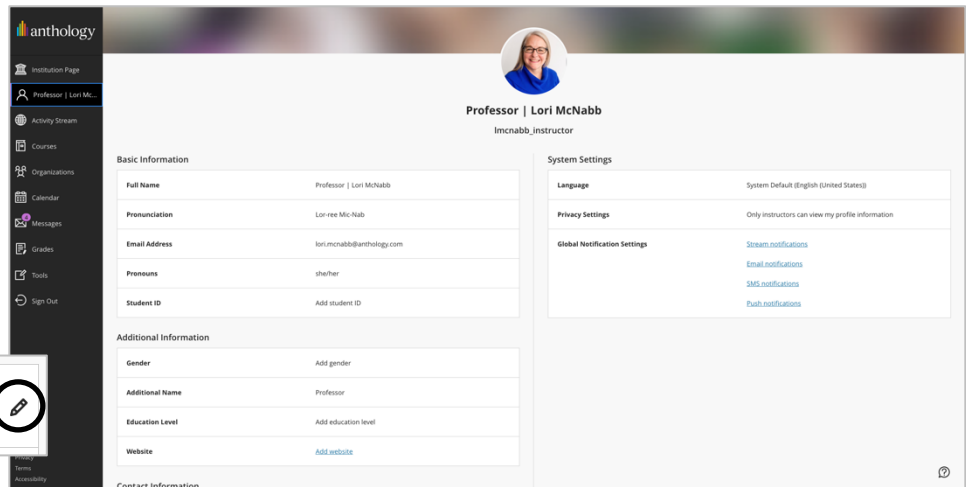
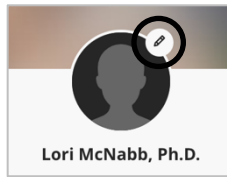


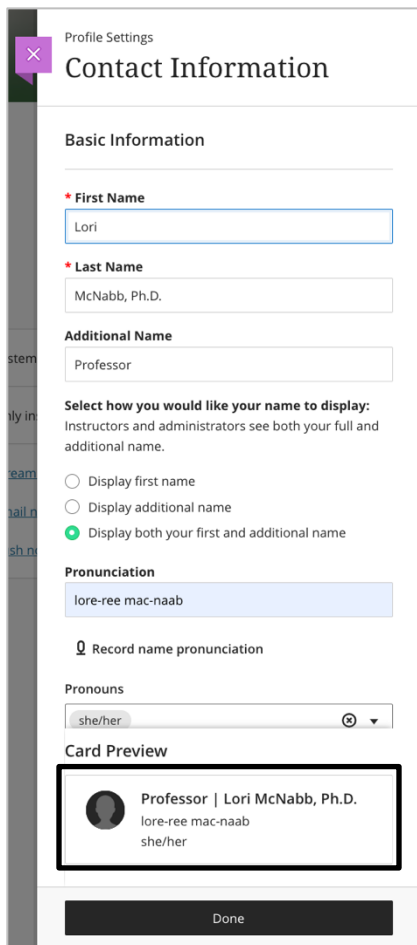
Update Your Profile

Select your name on the left navigation to get started, then:

Hover over the area you'd like to update and click the pencil symbol to edit



- Add your photo
- Provide personal details
- Update your contact information

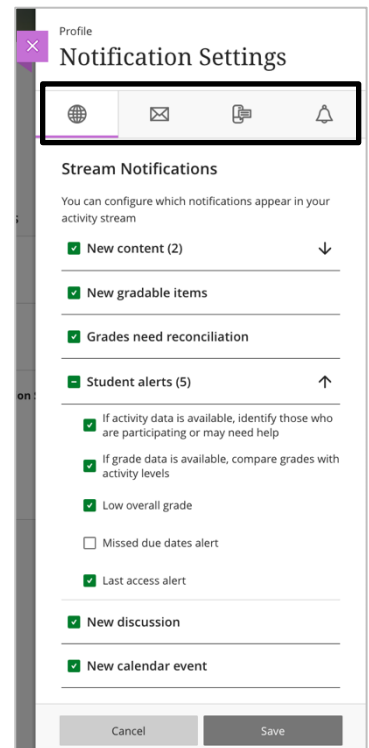


Use the “Card Preview” at the bottom to see how your personal information will appear throughout Blackboard

- Use “Additional Name” to let students know how to address you
- Add postnominals to your “Last Name”
- Help students pronounce your name by providing:
 - Phonetic spelling
 - Audio recording
- Select your pronouns

Also update your Notification Settings:

- Stream Notifications - What appears in your Activity Stream
- Email Notifications – What you receive by email and when it is sent to you
- SMS Notifications – What you receive by text and the phone number for texts
- Push Notifications – Mobile app activities for which you’ll be notified



See information and ideas on how to use Blackboard to build your learning community at help.blackboard.com.