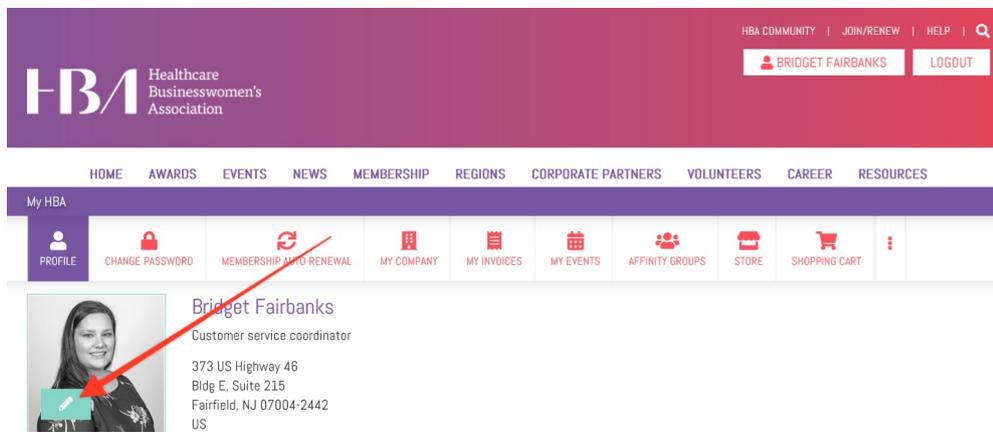# How to Edit Your Profile Picture

Last Modified on 24/08/2023 9:13 am EDT

1. Visit www.hbanet.org

2. Click on "**Login**" in the top right hand corner of your screen. Enter your username and password.

3. Click on "Edit Profile"

4. Click on the "**pencil**" icon where your image should appear.

- If you do not currently have a picture, you will click "**Browse**" and find the picture to add. Once you have found it click "**Ok**" to save the changes. You will be redirected to back to your profile page. Then scroll down and click "**Save Changes to Profile**".
    - Helpful tip: For easier access, save your photo your desktop then upload the photo.
- If you already have a picture on your profile, you will click "**Remove**" to remove the picture. Then click "**Browse**" and find the new picture to add. Once you have found it click "**OK**" to save the changes. You will be redirected back to your profile page. Then scroll down and click "**Save Changes to Profile**".