

Upload your Photo

How to upload your photo on My Labouré eLearning.

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INTRODUCTION

This guide will walk users through uploading their photo onto the Labouré eLearning profile.

Step 1 — Login to eLearning

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one bownoadable form		
u are here: Home > Home		
Velcome to Labouré College	Welcome to Labouré College	
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uick Links	Labouré College Hours	College Announcements
Labouré College Catalog & Student Handbook	Welcome Center Hours:	Inclement Weather Information
Gallagher Student Insurance	Monday - Thursday 8:00am - 8:00pm	Mon, Nov 12 2018 at 11:55 PM
Labouré College Student Email	Friday 8:00am - 5:00pm	Cancellation of Classes Announcements about class
Labouré College Financial Ald Website	The Welcome Center will be open on the second Saturday of each month* from 9:00am - 2:00pm *The Welcome Center will not be open on Saturday May 11, 2019 because of Commencement	cancellations due to inclement weather will be broadcast by the following radio stations:
Labouré College Twitter	For more information about the Welcome Center, please call (617)-322-3517	WBZ 1030 AM Channel 4 TV
Labouré Bookstore Website	Student Success Center Hours:	WRKO 680 AM Channel 7 TV WCVB Channel 5 TV
Labouré College Website Labouré College Facebook	Monday to Thursday 8:30am - 7:00pm	
Private Loans - ELM	Friday 8:30am - 5:00pm The Student Success Center will be coen on the second Saturday of each month* from 9:00am - 2:00pm	Cancellations will also be announced at 617-296-8300, extension 4.
Academic Calendar	*The Student Success Center will not be open on Saturday May 11, 2019 because of Commencement	Some departments will have limited access to email in the event that the College closes.
	For more information about the Student Success Center, please call (617)322-3579	the event that the conege closes.
	Admissions Hours:	SIGN UP FOR LABOURE ENERGENCY ALERTS
	Monday - Tuesday 9:00am - 5:30pm Wednesday - Thursday 8:00am - 8:00pm	•
	Friday 8:00am - 5:00pm	TEXT LABOURE TO 79516
	For more information about Admissions, please call (617)322-3575 or email admissions@laboure.edu	Mobile Access to My Laboure
sx.//sdpondemand.manageengine.com/app/ltdes	Hitemplane de la Hours:	Thu, Aug 30 2018 at 10:30 AM

- Begin by navigating to <u>my.laboure.edu</u> in Mozilla Firefox or Google Chrome.
- Enter your Student ID Number in the Username field, followed by your password in the Password field.
- Click Login.

Step 2 — Navigate to your Profile settings

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	Welcome back Jane zzzTest-
	Student
¢ 👜	<u>My profile & settings</u> <u>Logout</u>
e Announcements	

- Click on the silhouette in the top-right to open the user menu.
- Click on **My profile & settings** in the user menu.

Step 3 — Upload your Photo

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- Click Add Photo. A new window will open where you can select the photo you would like to use.
- Click Save.
- If your photo was saved successfully you will see it in the 3 circled locations.