



Upload your Photo

How to upload your photo on My Labouré eLearning.

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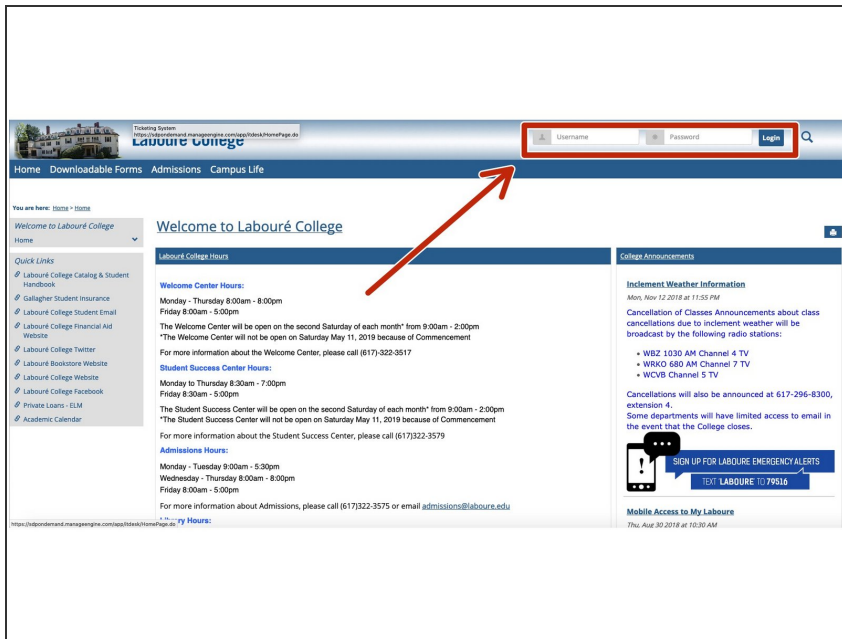
A large, blue-tinted background image showing a close-up of a computer keyboard and mouse. The text 'Upload your Photo' is overlaid in large, white, bold letters with a slight shadow effect.

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INTRODUCTION

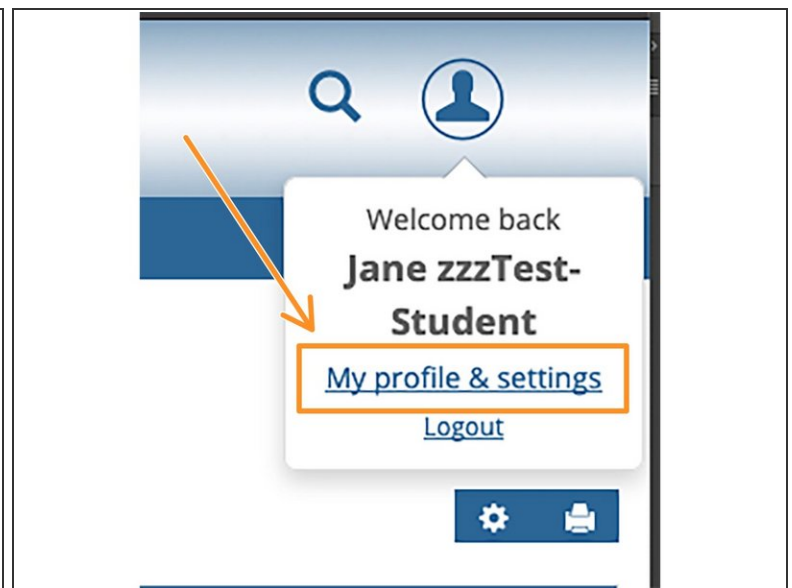
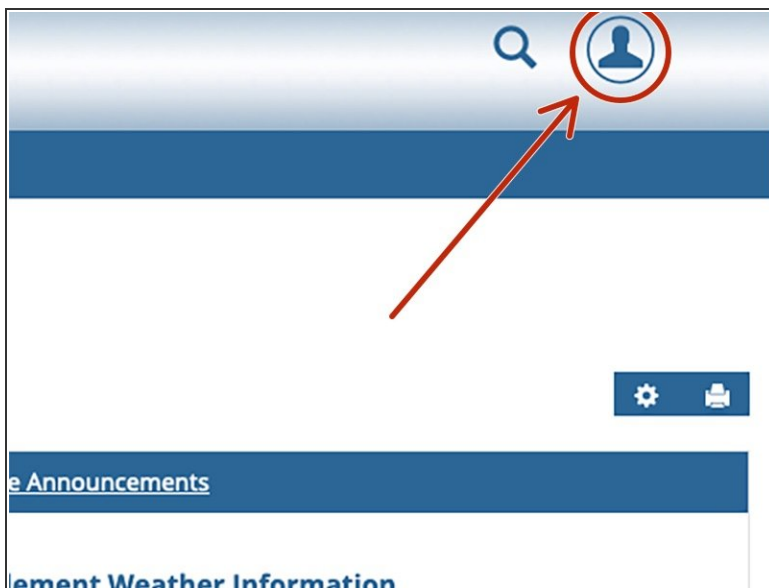
This guide will walk users through uploading their photo onto the Labouré eLearning profile.

Step 1 — Login to eLearning



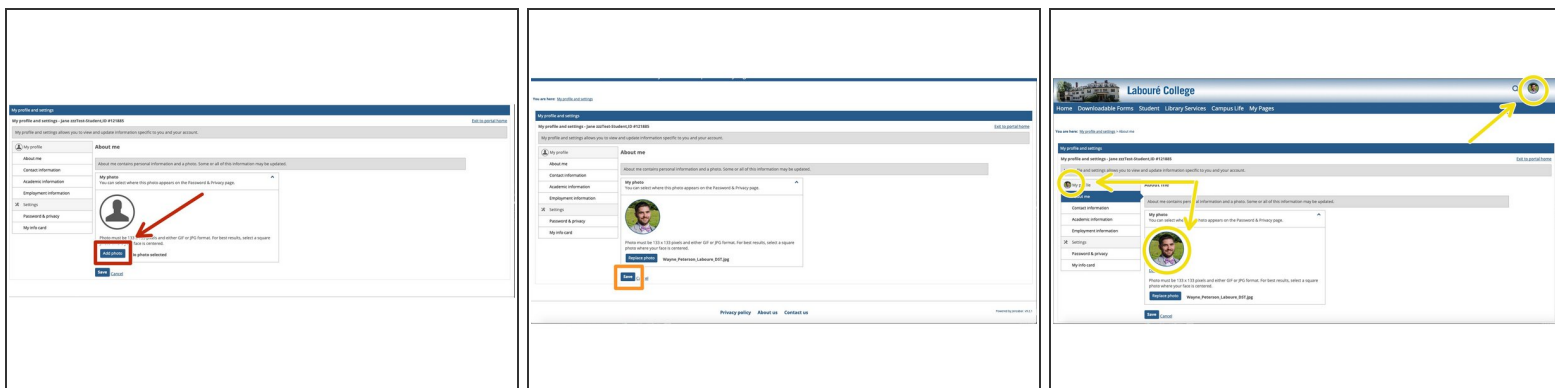
- Begin by navigating to my.laboure.edu in Mozilla Firefox or Google Chrome.
- Enter your **Student ID Number** in the **Username** field, followed by your password in the **Password** field.
- Click **Login**.

Step 2 — Navigate to your Profile settings



- 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



- 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.