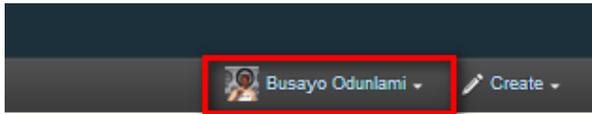


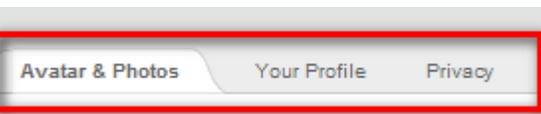
# Updating your Personal Profile

Your profile is a good way to share your interests and expertise with members of your group. On your profile page you can enter your biography, prior experience, languages, and expertise. You can also change your default picture to another image of your choice!



## 1. Access Your Profile

Once you have logged into C4D, click on your name on upper right hand corner of the screen.



## 2. Update Your Information

Click on the “Edit Profile” menu once you click on your name at the top right of the screen you can a) Update your photo and avatar b) Edit your profile and c) set your privacy preferences

Biography

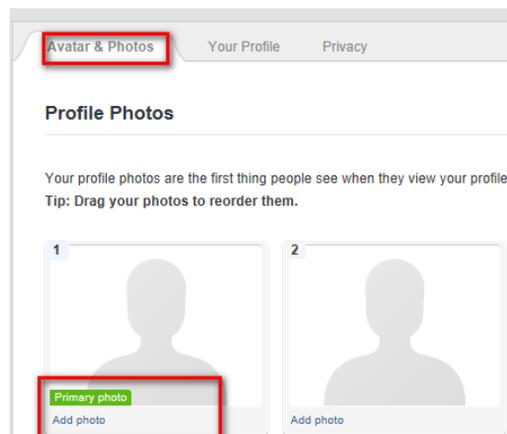
World Bank Consultant - Collaboration for Development launch team, Community of Practice Strengthening Initiative. Principal Summers "Engagement" Consulting - Solving Volunteer Engagement Algorithms for 30 years. Former National Lead - Volunteer Engagement - American

Expertise:

Structuring and Animating Communities of Practice  
Designing nation-wide Volunteer Engagement Solutions.  
Building NGO Capacity to extend Reach and increase impact.  
Documenting lessons learned from large

## 3. Edit Your Profile

To edit your profile click on the “Your profile ” link. There you can update your biography and your expertise.



## 4. Update your photo

To update your profile image, click on “Avatar & photos” you will then be able to “Add photo”: select the one you are interested from your computer, upload it, crop it if needed, and finalize.