PROFILE PHOTO

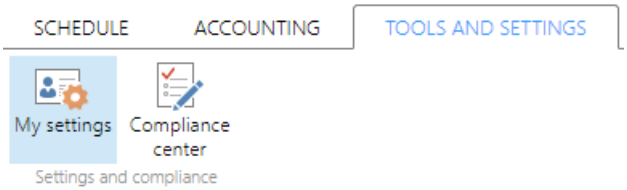
Before you begin, consider to use our personal picture guidelines to help you take photo that represents you the best.

WHO AND WHEN CAN SEE MY PHOTO?

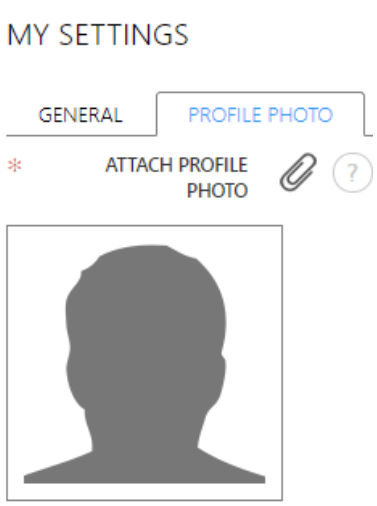
You profile photo is visible by the management team as well as individuals who request the services of the interpreter. If SmartID is activated and is being used by organization utilizing ScheduleInterpreter® platform, your profile photo will be printed on the SmartID and, when scanned with a smart phone, be shown in your compliance profile.

UPLOAD YOU PHOTO

Login to your profile and navigate to TOOLS AND SETTINGS and click on My Settings icon.



Proceed by selecting PROFILE PHOTO tab.

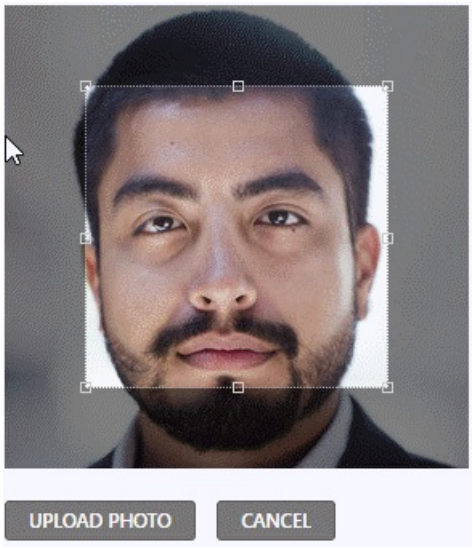


Your default profile image is replaced with a placeholder silhouette of a person, based on the salutation selected under GENERAL tab. Use paperclip icon, next to ATTACH PROFILE PHOTO, to locate the file on your device.

Upload option supports .PNG, .JPEG and.JPG file formats.

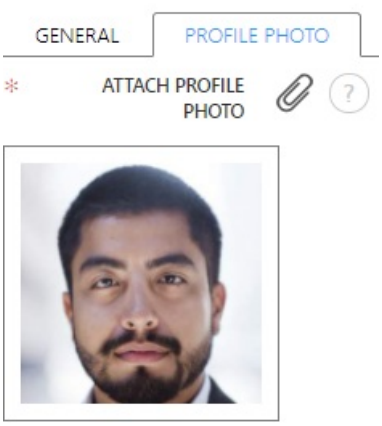
FRAME YOUR PHOTO

Based on how the picture was taken it may require minor adjustments. Using framing square with gizmos (small handling rectangles in the corners) stretch framing rectangle to cover only your face. The video below helps to demonstrate how to do it. When done, click UPLOAD PHOTO button.



REVIEW RESULTS

After your image is uploaded, it will replace placeholder silhouette.



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