After performing a profile audit, it was noticed that your Interfolio Faculty Profile was missing your profile picture. It is important for all faculty to have a profile picture on the outward-facing profile ([https://profiles.unthsc.edu](https://profiles.unthsc.edu/?_gl=1*1x5hjrs*_ga*MTkzNDcyNjk1NS4xNjU1MTU2NDc0*_ga_QEQPJLRV9F*MTY3NzE3NjE2OS4zNDUuMS4xNjc3MTc3NTQyLjAuMC4w*_ga_H4XMJ0VYH6*MTY3NzE3NjE2OS4zNDUuMS4xNjc3MTc3NTQyLjE1LjAuMA..)). Below are the steps needed to update your profile picture:

1. Plan to have a picture taken at a scheduled "Heads Up Day" event offered by the HSC Marketing & Communications Office.

Click here to register: <https://calendly.com/unthscphotos/heads-up-day?month=2023-03&date=2023-03-21>

1. Once you receive your picture, usually in five business days, save the picture in a location to upload. Log in to Interfolio and click on profile



1. Once you click on profile, then click on the Personal Information section



Click edit and the plus to add a picture. Upload the picture from saved location.





Email HSCInterfolio@unthsc.edu with any questions you may have.