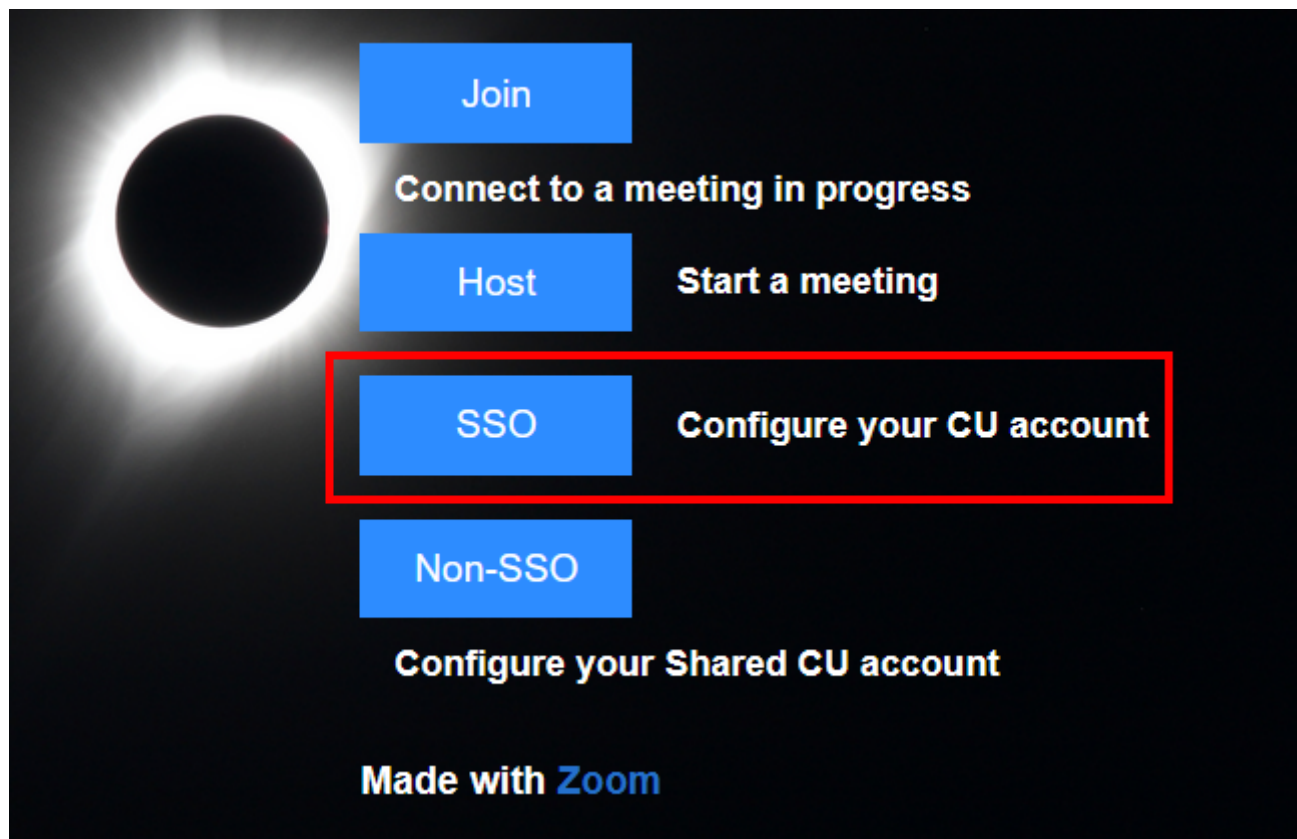# Adding or changing a Zoom profile picture [1]

April 21, 2025 by ES and UIS Communications [2]

Adding a profile picture to Zoom can be helpful when your camera is turned off during a meeting because other meeting participants can better recognize who you are. It is good practice to have a profile picture if you have regular meetings.

**NOTE:** CU System employees can get new headshot photos taken at 1800 Grant on April 29. Get more information when you register for a time slot [3].

## Adding or changing a Zoom profile picture

**1.** Visit cusystem.zoom.us [4] and click the Single-Sign-On (SSO) button. Log in with your CU SSO details.



**2.** On the home page, click your **profile picture** to go to the Profile page.

**3.** Hover over the **profile picture** and click the **pencil icon**.

**Ralphie Buffalo**

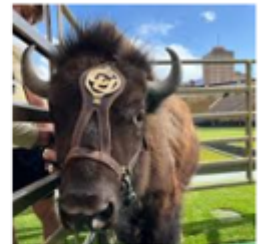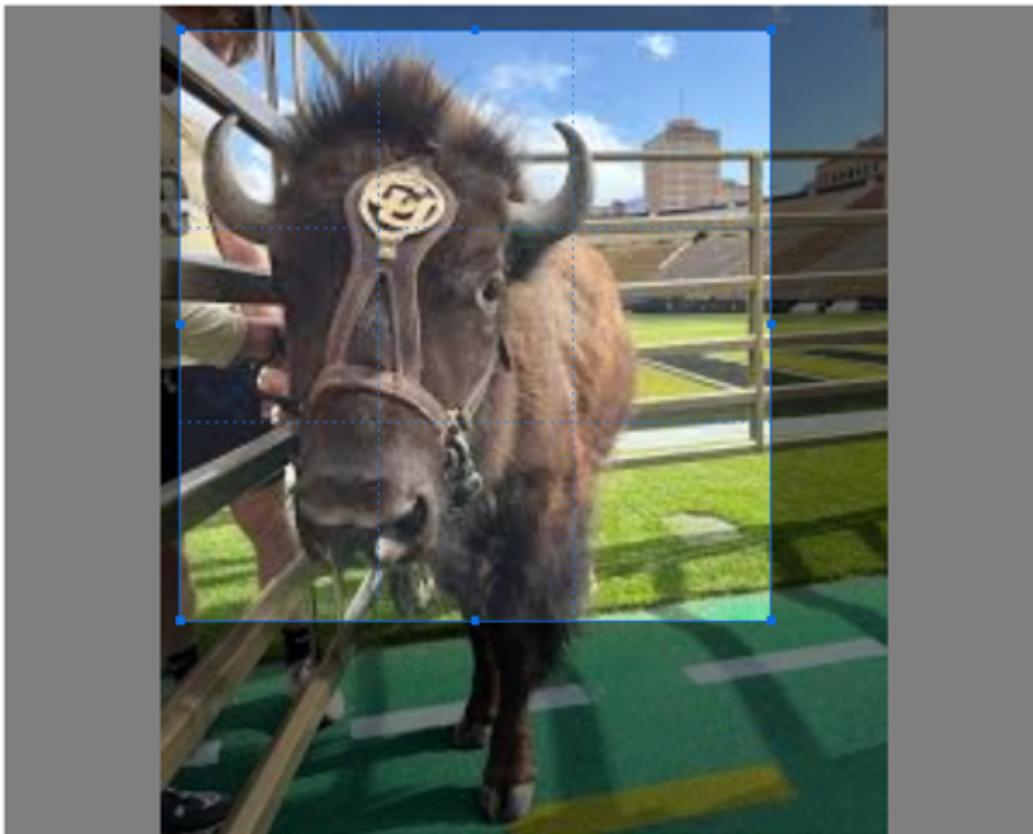Ralphie Buffalo

Department     EMS

**4.** Upload a .jpg/.jpeg, .gif or .png image file that is less than 2MB.

**5.** Crop and adjust your image. Click **Save**.

**NOTE:** A preview of your profile picture is in the top right corner of the box and reflects changes as you make them.

## Change profile picture

Please select a jpg/jpeg, gif or png image file with size smaller than **2M** to upload and crop an image to be your profile picture.



Change ⌄                                              Cancel     Save

**6.** Your profile picture is saved and will appear during Zoom meetings when your camera is off.

# Ralphie Buffalo

Ralphie Buffalo

Department     EMS

We recommend adding a profile picture to applicable work applications like Teams and Outlook. Review our Add or replace your profile picture in Microsoft 365 [5] tip for those instructions.

Zoom [6]
**Display Title:**
Adding or changing a Zoom profile picture
**Send email when Published:**
No

**Source URL:**https://www.cu.edu/blog/tech-tips/adding-or-changing-zoom-profile-picture

**Links**
[1] https://www.cu.edu/blog/tech-tips/adding-or-changing-zoom-profile-picture
[2] https://www.cu.edu/blog/tech-tips/author/166688
[3] https://www.signupgenius.com/go/10c0e4ca8a62da2f9cf8-headshots#/
[4] https://www.cu.edu/cusystem.zoom.us [5] https://www.cu.edu/blog/tech-tips/add-or-replace-your-profile-picture-microsoft-365 [6] https://www.cu.edu/blog/tech-tips/tag/zoom