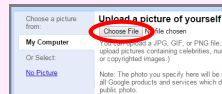
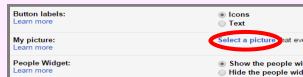
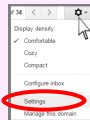


# Tip Tuesday

## Who Are You?

Show us by adding a picture to your CCISD Gmail Account!

1. You will need a picture of yourself — you can do a “selfie” or have someone else take one. It can even be from a family photo! You’ll be able to crop out whatever you don’t want.
2. From your email, in the upper-right corner, click the Settings wheel and choose *Settings*.
3. Scroll to “My picture” and choose *Select a picture*.
4. A box will appear. Click *Choose File* and navigate to where your picture is saved.
5. What you see in the box will be your Gmail picture. Drag (⛶) to move the box, and drag the handle (lower-right corner of picture) to resize it.
6. Click *Apply Changes*. That’s it!



Thanks to Andi Munsch for this week's tip idea!

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