

How do I add a good photo to my profile?

These instructions describe the process of logging into the UWA Profiles and Research Repository and how you can upload a photo to your profile.

Login to start:

1. Go to the [UWA Profiles and Research Repository](#)
2. Click on **login to the UWA Profiles and Research Repository here.**
3. Log in with your UWA Office365 login details. `staffnumber@uwa.edu.au` and PHEME password, or `studentnumber@uwa.edu.au` and PHEME password

Welcome to the UWA Profiles and Research Repository

The UWA Profiles and Research Repository is an open platform where you can discover UWA staff, find information about their research, teaching, grants, and activities, and access their research outputs.

UWA Staff and HDR students can **log in to the UWA Profiles and Research Repository here.**

For further assistance please contact `staffsupport-lib@uwa.edu.au` (for staff) and `hdrsupport-lib@uwa.edu.au` (for students)



1. Once logged in, click **Edit profile.**



 Edit profile

2. In the **Personal identification** section, under **Profile photos**, click **Add file.**
3. Drag a file into the window that appears, or **browse** to one.
4. Click **Create** and then **Save.**

Remember: When updating fields in your profile, the **Create** or **Update** button will apply your changes, but you will still need to press the blue **Save** button to retain any changes (this is always located at the bottom of the record window).

