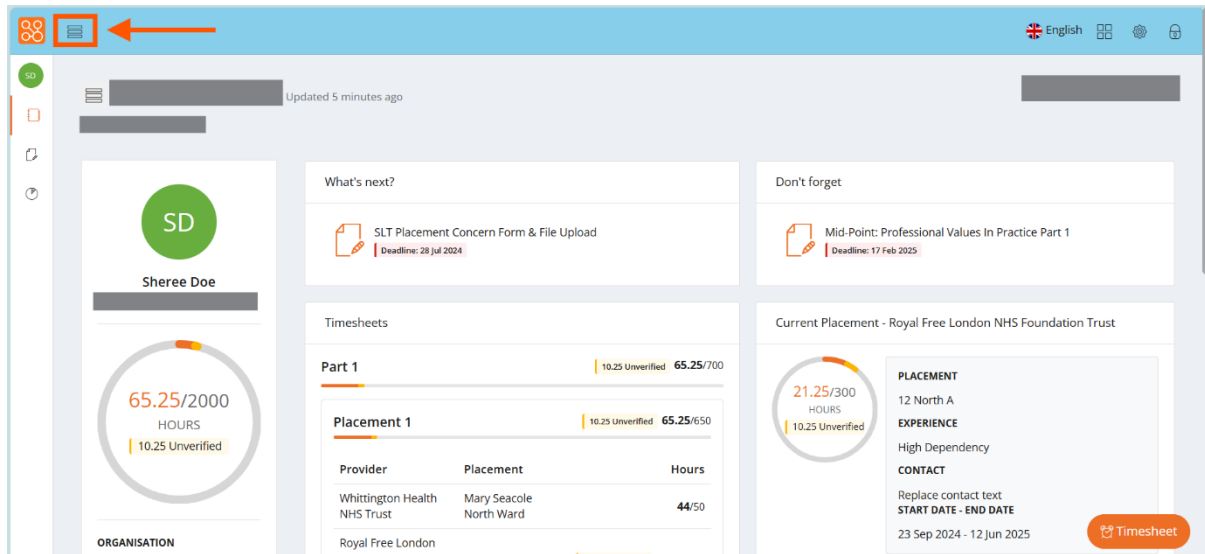
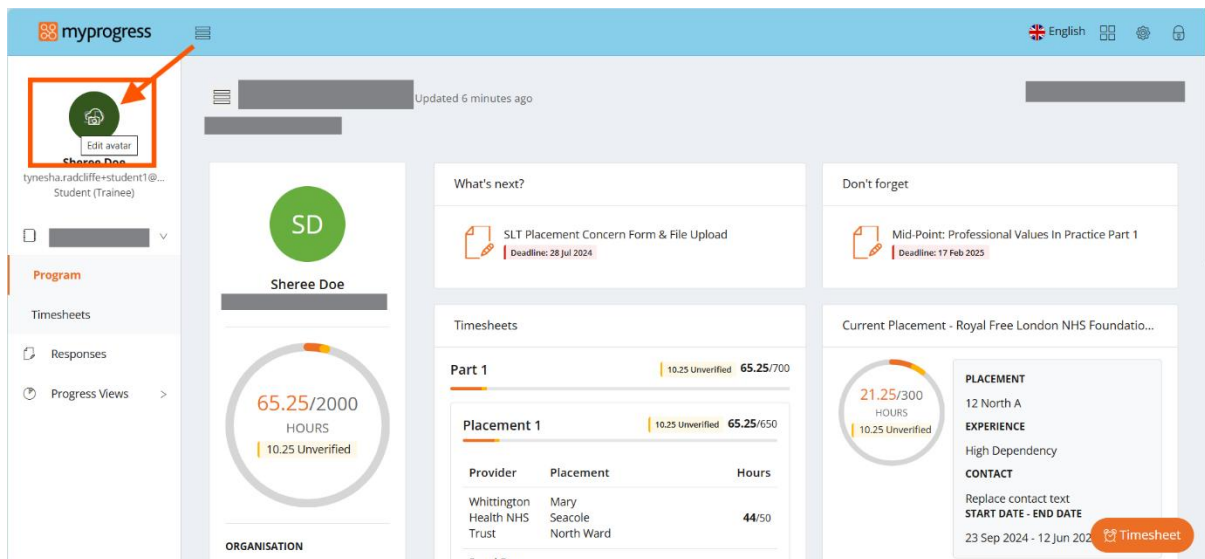


Adding an avatar

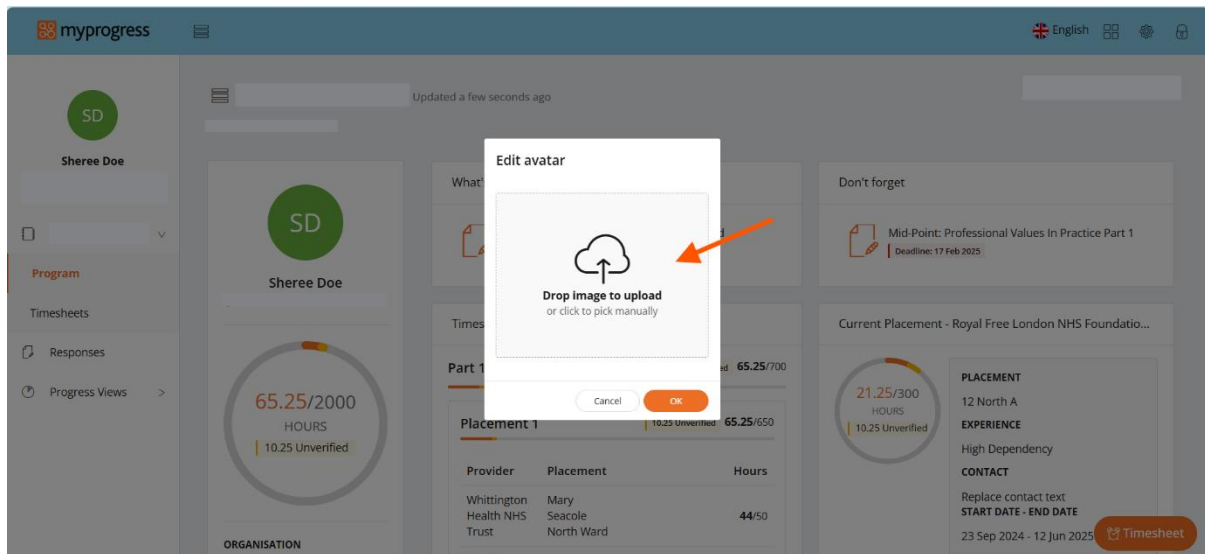
To upload your photo as an avatar, click on the hamburger menu (three horizontal lines), in the top left hand corner of the screen.



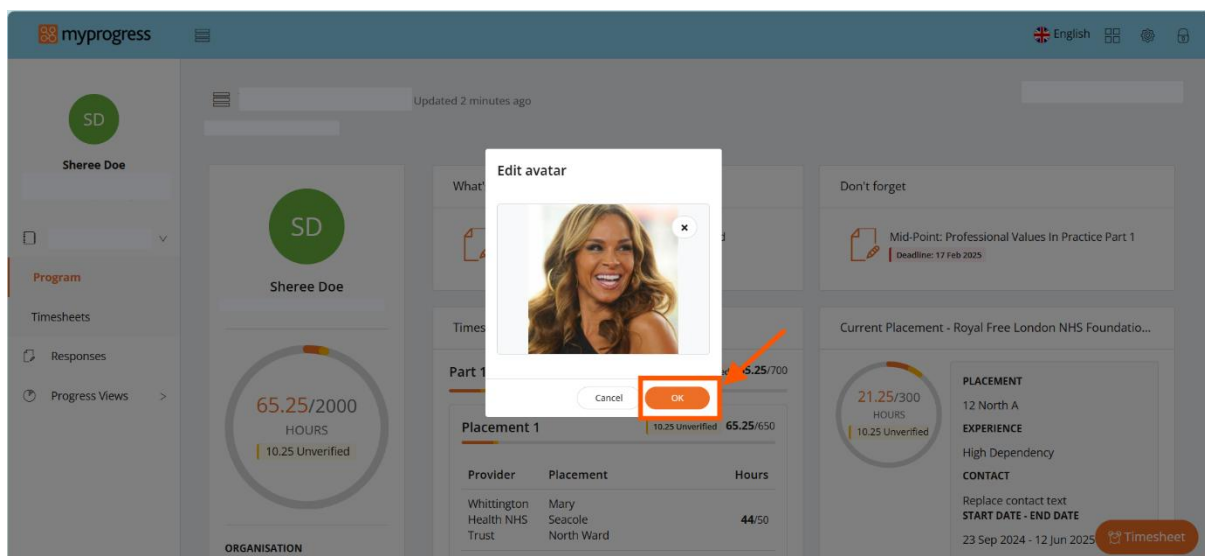
This will open out the menu which will allow you to click on the **Edit Avatar** icon (this is the circle with your initials inside of it).



Click on the text saying, "**Drop image to upload**". This will bring up your file explorer. Choose a photo, click on this and then click on the **Open** button.



Once you click on the **Open** button, it will bring you back to the **Edit Avatar** screen with the image appearing on the screen. Click on the **OK** button if you're happy with the photo.



The web page will refresh and your photo should appear on your dashboard homepage.

The screenshot shows the MyProgress dashboard for user Sheree Doe. The interface includes a navigation sidebar on the left with options like Program, Timesheets, Responses, and Progress Views. The main content area is divided into several sections:

- Profile Card:** Displays the user's name, a photo, and a progress gauge showing 65.25/2000 HOURS with 10.25 Unverified.
- What's next?:** Lists upcoming tasks such as 'SLT Placement Concern Form & File Upload' with a deadline of 28 Jul 2024.
- Don't forget:** Lists important dates like 'Mid-Point: Professional Values In Practice Part 1' with a deadline of 17 Feb 2025.
- Timesheets:** Shows a table for 'Part 1' with columns for Provider, Placement, and Hours.
- Current Placement:** Details for 'Royal Free London NHS Foundatio...' including placement location, experience level, and contact information.

A 'Timesheet' button is located in the bottom right corner of the placement details section.