

## Help Document

### *How to Add an Avatar to Your Profile*

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An Avatar in website lingo is your unique brand. It can be a picture of you, a picture of your boat, or any other image that you want to use. Your Avatar will be displayed next to your name when you post a topic/reply in the Mantatech forum.

There are several ways that mantaowners.org can associate an avatar with you and the site will search through those options in an order of priority until it finds an avatar that you have selected.

1. Upload an Avatar – First, we look to see if you’ve uploaded an avatar. Follow these instructions to upload your special avatar to this site:
  - a. Log in to the site (if you have not registered, you will need to do so before you can proceed)
  - b. Click on the Mantatech tab at the top of the screen.
  - c. Click on the Options button
  - d. Click on the Edit Avatar button located on the left side of the page.
  - e. Scroll down to the Upload an Avatar section
  - f. Click on browse to navigate to the graphic/picture that you want to use as your avatar. The maximum file size is 10240 bytes, so if you’re file is larger than that you’ll have to use a separate program to reduce the resolution of the file until it less than 10240 in size.
  - g. Click on Upload Avatar.
2. Associate WordPress with your mantaowners.org account. If you are a registered WordPress user, you can associate this site with your WordPress account and we will use the avatar associated with your WordPress account.
  - a. As before, navigate to Edit Avatar
  - b. Scroll down to the WordPress Avatar section
  - c. Click on “Select your Avatar with your WordPress profile.
3. Gravatar Avatar – Gravatar.com is a site that allows you to associate an email or multiple emails with one or more avatars. Gravatar is a great way to upload your picture once to a single site and have it recognized by many other sites that support gravatar.
  - a. Navigate to Gravatar.com
  - b. Follow the instructions to register on their site
  - c. The next time you post on mantaowners.org, we’ll recognize that you have a gravatar account and we’ll use the image you uploaded there.