

### **Adding your photo to eCommerce (My Account)**

You can access the link to eCommerce (My Account) from either the [www.members.ppar.com](http://www.members.ppar.com) website or from [www.pikespeakrsc.com](http://www.pikespeakrsc.com) website. Once logged in,

- Click on Personal Information.
- Click on the Upload Picture link under the Personal Biography box on the right.
- Click on the Browse button and locate your picture on your computer.
- Highlight the file name and click on Open.
- When the file path shows in the Browse box, click on Upload Picture.

### **To Delete or Change your photo in eCommerce**

- Log in to eCommerce and click on Personal Information
- Click in the Delete Picture box
- Click the Submit button near the top of the page
- If replacing the photo, upload the new photo following the above steps

**The RSC Board of Directors has established these ppar.com member photo guidelines:**

- Portrait orientation
- A head, or head-to-torso shot of the individual member only
- No text or graphic overlays
- No group shots, children, pets, etc.