

## How to update your Profile Image or Profile Banner Image on the Airheads.org website.

Brian Culpepper #9421 Membership Team / Arkie Airmarshal

1. The Airheads website allows members to customize their User Profiles with an avatar or Banner image of their choice, it is easiest to upload your best Airhead-related banner image within your User Profile so start there, but YOUR avatar is managed within the **Gravatar** website (<https://en.gravatar.com/>) but its free! You can find out more about [What is Gravatar here](#). It does require a [sign-up for an account](#). nice, right?
2. Where is the User Profile located in this 'oilhead-like website' of ours? Heck if I know; I only manage membership content within the Admin Pages.... 😊 kidding.kinda...
3. I needed to use the SEARCH tool on the website to locate myself before I could review my account details. I am sure there must be a better way to locate this information, but although I am an admin user; I am not permitted to update/change ABC web content.



4. Locate the Member LOGIN section of the ABC website; After you have logged in, successfully and you should see the **Edit Profile** text that is hyper-linked to your **Edit** page.

MEMBER LOGIN



**Brian Culpepper**  
[Edit Profile](#)  
[My Account](#)  
[Logout](#)

[About](#)  
[Posts](#)  
[Comments](#)  
[Forums](#)

Account



**Brian Culpepper**  
[View profile](#)

Account	>
Change Password	>
Privacy	>
Delete Account	>

Account

Username \*  
9421

First Name  
Brian

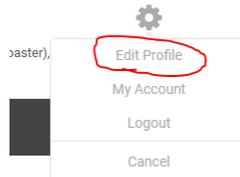
Last Name  
Culpepper

E-mail Address  
curlpepper@gmail.com

5. Once you have located the User Profile section of the website; you have essentially removed the fairing from your RT and are almost ready for maintenance work. Did you locate those Kodachrome color-glossy 8x10 photos yet? Have you scanned those pictures already? You may need to hire a *GenX* 'r or *Millennial* to hold the flashlight for this delicate task. You are working from your desktop computer, correct? I'm not sure I'd try this on a tablet or mobile device, but that's just me. Then again, I wear my Aerostich riding gear 98% of the time too.
6. So back to your User Profile; you will most likely still have the Airheads Logo as your profile picture, but we'll replace that today, correct?



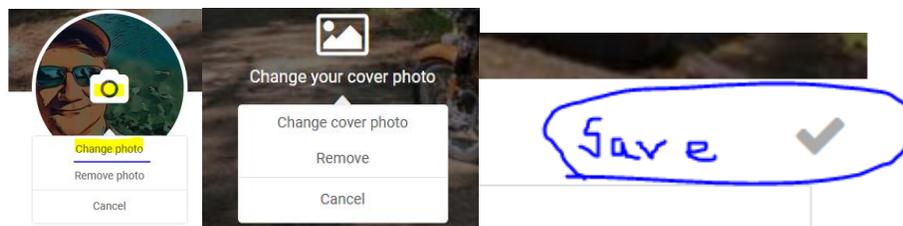
- 7. Left click on the GEAR icon to reveal the WP menu that contains the little hidden feature we have all been searching! The **Edit Profile** option is here, and you have located it so let us click it! (see the red circle, shown below?)



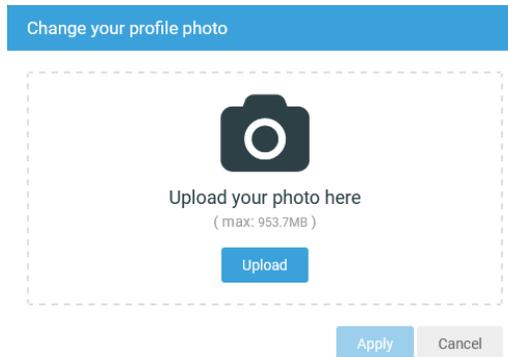
- 8. Holy moly you are DEEP into the WEEDS now!! You should see a change to your User Profile image and banner so that you have entered the **User Profile EDIT** page of the Airheads website. The URL should be something like:  
[https://www.airheads.org/user/youruserID/?um\\_action=edit](https://www.airheads.org/user/youruserID/?um_action=edit)



- 9. Now, select your *Banner* and/or your User Profile *Picture* to select a local image (.jpg or .png) to upload into your Airhead User Profile. Do not forget to select **SAVE** your changes after you have updated your User Profile page. See the **Check** on the lower-right corner of the Banner.



10. After you have selected the “Change photo” option, you will be able to select a local photo from your computer (953MB max) which is absolutely NUTS of a limit, but it is sort of an oil head website 😊 kidding! high resolution is BETTER! (until it is overkill)



11. While you are editing/updating your ABC club User Profile, take a moment to update your **dAIRrectory settings**, confirm or update your **Billing** and **Shipping address** and include your **phone number (to be Added, soon)** if you are serious about anyone contacting you for help.

dAIRrectory Options

Member Directory Options \*

Paper  Web

Both  Do Not Include Me

How I Can Help

Truck or Trailer

Bed for the Night

Campsite for a Night

12. So, after making updates to your User profile, please remember that you must **SAVE** your edits and that must **UPDATE** your Profile by selecting the big BMW blue button. Please, use the drop-down menus to select your Billing and Shipping Country before you **UPDATE** Profile. You are not able to **SAVE** your updates until all required fields are filled.

- Shop or Tools
- Parts
- Meetup for BT & BS