

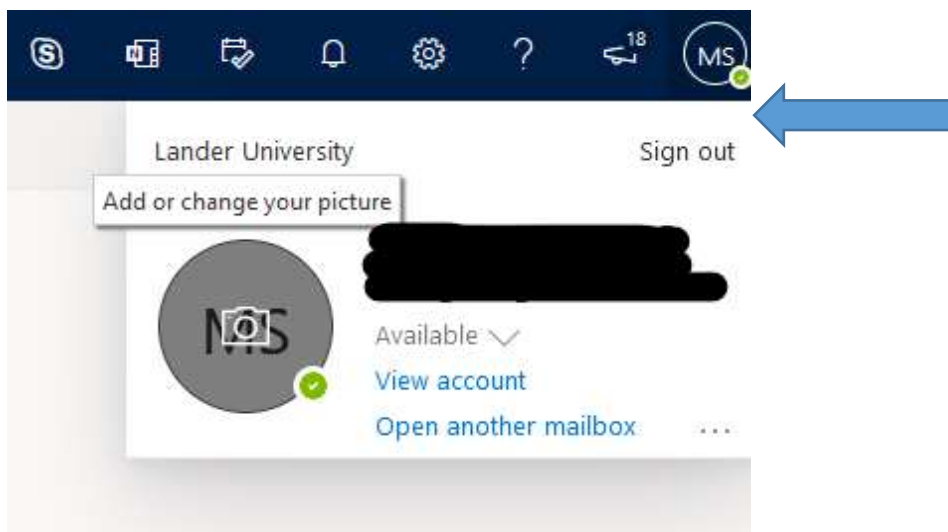
Online ID Photo Upload Instructions

Please click on the link below in order to upload your photo for your Lander ID Card and Email picture. The link takes you directly to the Office 365 login screen, where you will log in with your Lander account. Then, you will be redirected to Web Mail page.

<https://outlook.office365.com/lander.edu>

On this page you will click the photo (User's initials appear in the circle with the camera) in the upper right corner. Then click the larger picture (initials) to the left of your name. This will open a new window that allows you to add a new photo.

Please view the picture below.



This will open a new window that allows you to add/upload your photo.

Please view the picture below.

