How to Update Your Profile & Upload a Headshot


1. Click “Sign In” located at the top, right of the page.

2. Enter your username & password. Select “SIGN IN” button.

   If you do not know the email address or username associated with your profile, contact the AzVMA for support at 602-242-7936.

3. Select “Manage Profile”.

4. Under the “Information & Settings” header, click “Edit Bio”.

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5. Under the “Account Information” section, locate the “Headshot Image” section and select “Manage Headshot Image”.

6. Place your curser on the headshot photo or image placeholder. Select the “Paper & Pencil Icon” to “Change” the image.

7. Drag and drop your photo into the image upload box, or click the image upload box to import a photo from your computer/device.
8. You may update your profile fields and member preferences.
   - **NOTE:** The fields in the Professional Information section must be updated by completing the Profile Update Request Form, emailing membership@azvma.org, or contacting an AzVMA staff member at 602-242-7936.

9. Under “About Us” locate the “Member Help” section and select Request Profile Update to have your Professional information updated.