Personal Options – Publish Photo

Publish my corporate photo in AD

Where will my photo be visible?

Your photo will display in areas like Microsoft Outlook, SharePoint and Lync. See help documentation for additional information

Publish Photo Help Document

What photo will be visible?

The photo from the card office (on your Vanderbilt ID) will be displayed.If you do not have a photo on record with the card office, no photo will be displayed. Contact the card office if you need to have a photo taken / updated:

Please contact Card Office here

The image below will display your photo once it is available in all systems.

No Image Available

I agree that I do want my photo to be publicly visible in Vanderbilt systems.

[Agree] [Cancel]

If you decide that you would like to publish photo click on the, "**Agree**" button. The photo that you have on file with the card office (the one on your Vanderbilt ID card) will be the published photo. Your photo will display in a variety of Microsoft tools like Lync, SharePoint, and Outlook.

Lync   *Outlook*