

How to guide for uploading pictures to your album.

The screenshot shows a user profile for 'testuser'. On the left, there is a 'Facebook Share' button and a navigation menu with options: My account, Gallery, Blogs, Messages, Create content, and Log out. The 'Gallery' link is highlighted. The main content area shows a 'Home' breadcrumb and a 'Gallery' header. Below the header, there is a 'Your Album' section with a date of 12/17/2009 and an owner of 'admin'. The album is currently empty, with the text 'This album is empty.' displayed.

Click the Gallery link. You will be taken to your Album. You can click the Your Album link above to start modifying your album and uploading your pictures.

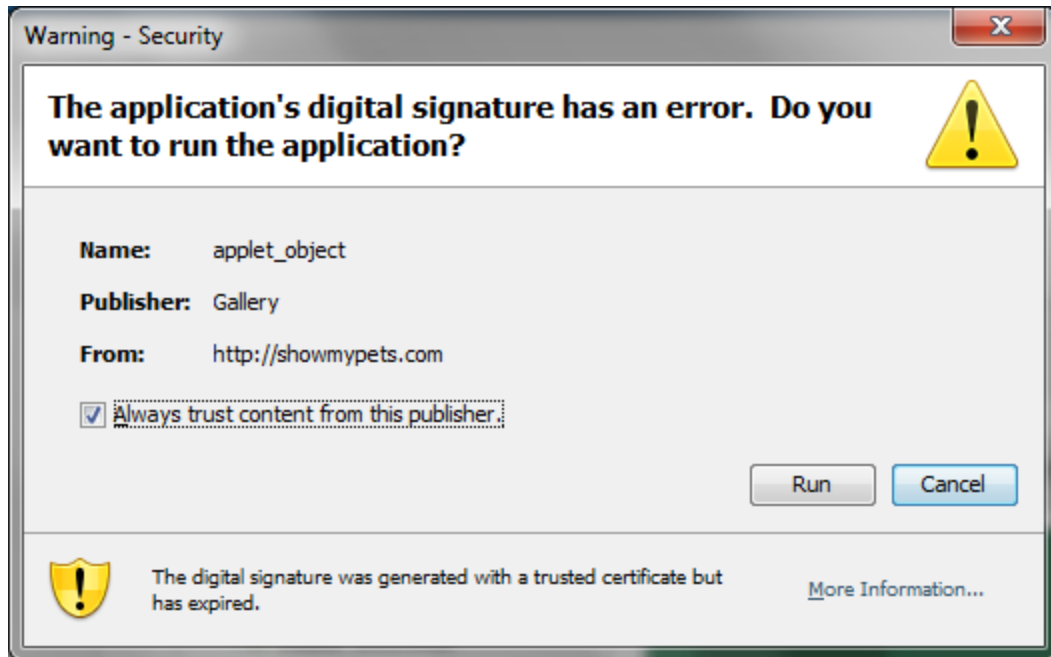
The screenshot shows the user's album page. The navigation menu on the left now has 'Gallery' selected, and a sub-menu item 'testuser' is visible. The main content area shows a 'Home » Gallery' breadcrumb and a 'testuser' header. Below the header, there is a 'Your Album' section with a date of 03/06/2011 and an owner of 'testuser'. The album is empty, with the text 'This album is empty.' and a blue 'Add a photo!' link.

Now you can click the Add a photo! Link.

The screenshot shows the 'Add Items' page. On the left, there is a 'No Thumbnail' section for 'testuser' and an 'Options' section with links: Add Album, Add Items, Delete Album, Edit Album, Edit Permissions, and Move Album. The main content area has three tabs: 'From Web Browser', 'Gallery Remote', and 'Upload Applet'. Below the tabs, there is a text box for instructions: 'Upload files directly from your computer. Enter the full path to the file and an optional caption in the boxes below.' A 'Note' follows: 'You can upload up to 10 megabytes at one time. No individual file may be larger than 10 megabytes. If you want to upload more than that, you must upload the files separately, use a different upload format, or ask your system administrator to allow larger uploads.' Below the note is a 'File' section with a text input field and a 'Browse...' button.

This is the heart of your Album. If you want to upload one picture at a time, you can click the Browse button.







If you want to upload multiple pictures, use the Upload Applet.



Click the Always trust content from this publisher box. Click Run button.

No Thumbnail
testuser

Options

-  **Add Album**
-  **Add Items**
-  **Delete Album**
-  **Edit Album**
-  **Edit Permissions**
-  **Move Album**

Add Items

From Web Browser | **Gallery Remote** | **Upload Applet**

List of pictures to upload (drag and drop or click Add) | Caption:

Summary:

Description:

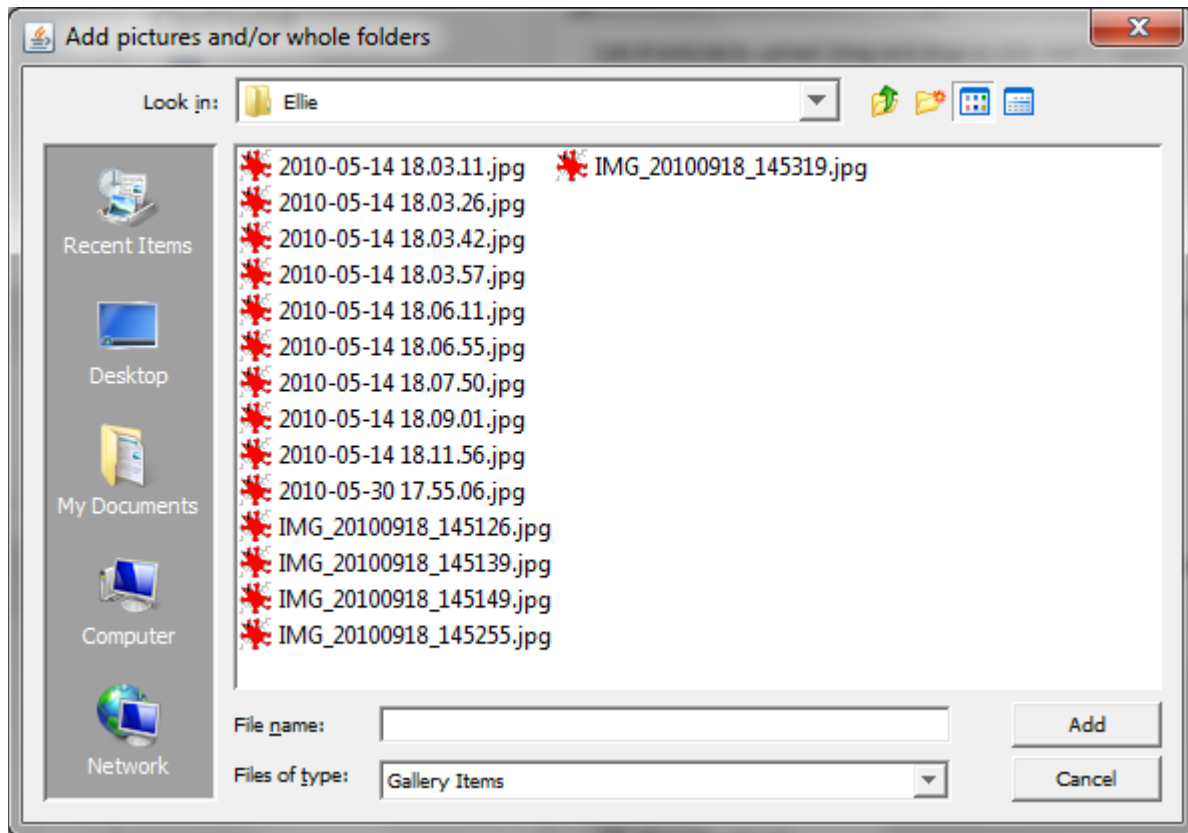
Show thumbnails | Resize pictures before upload

Add Pictures... | Upload

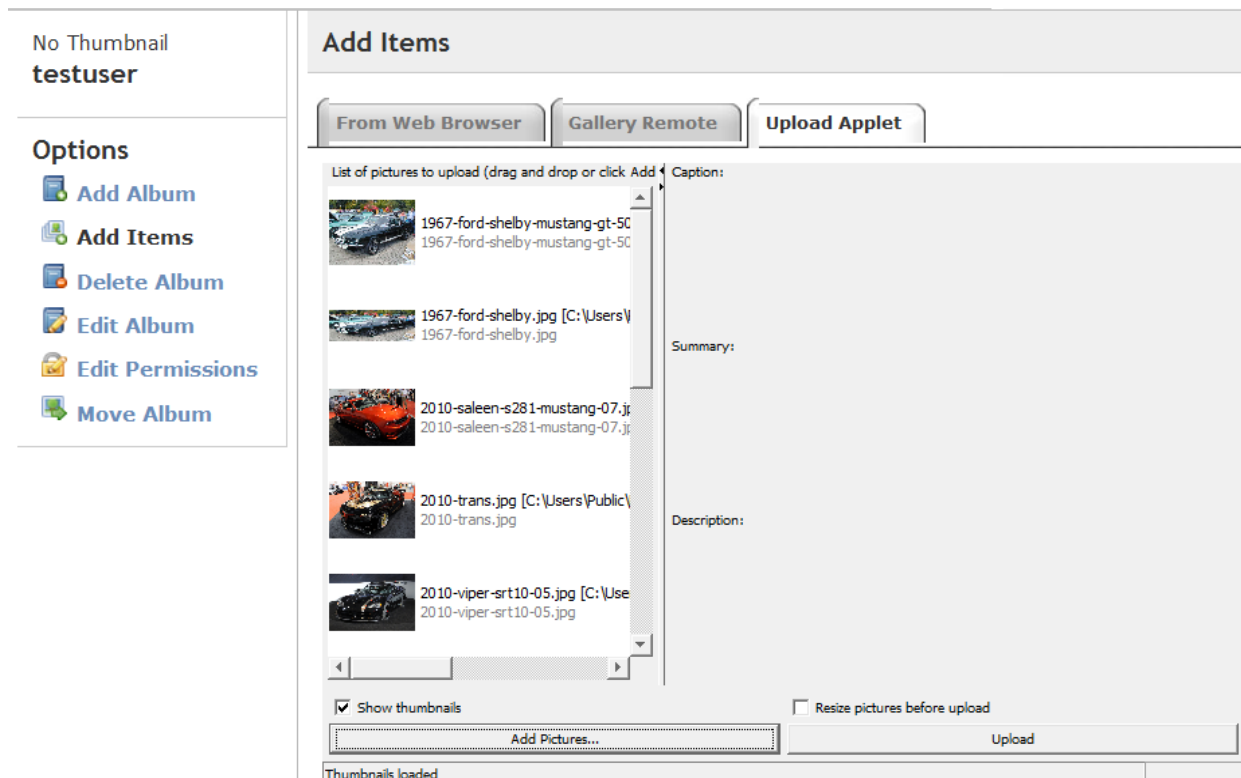
Thumbnails loaded

NOTE: Do not click the Resize pictures before upload box. Done automatically.

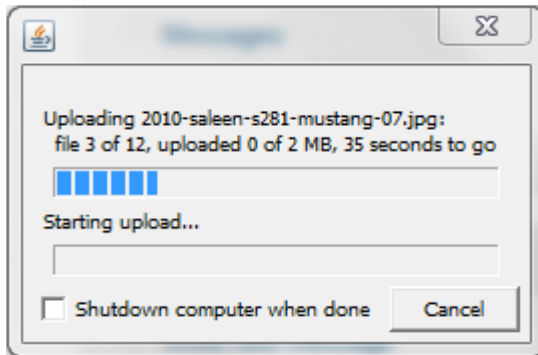
Click the Add Pictures button.



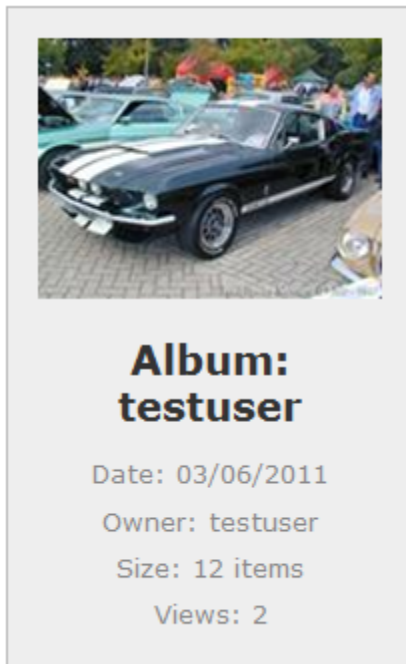
Click all the pictures you want to upload.



Click the Upload button.



You will get this popup during your upload progress.



Congratulations!!!

Important:

Be sure to hit the back button of your browser to get back to website!!!

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