

The Harbour City Photography Club now has a website for each member to show off their favourite images in their very own gallery.

The website's address is: www.harbourcityphoto.smugmug.com

If you do not have a gallery on the website and would like one please email Brad at reliabledocumentservices@telus.net

Here are the instructions to add images to your gallery.

Please follow them step by step and email me if have any questions.

1. Make a list of all the images(and their locations on your hard drive) that you want to add to your gallery.

2. If you are concerned about your images being copied and used elsewhere without your permission now is a good time to make watermarked copies for display in your gallery.

Here is a link to a video tutorial on watermarking.

<http://www.stampinkub.com/tutorials/tips/watermark.html>

3. Now that you have your images watermarked and ready to upload to your gallery go to www.harbourcityphoto.smugmug.com

4. Browse around and find your gallery (they are listed alphabetically) and enter it.

5. look at the top of the page for the "log in" button and click on it.

6. Enter the temporary email (bradpowellphoto@telus.net) and the password ***** (obtain password from Brad by emailing him at reliabledocumentservices@telus.net)

7. You should now be logged in and will be returned to your empty gallery (This may take a minute or so...be patient)

8. Click on the "add photos" button next.

9. Windows users are now given a choice of 5 different uploaders to use to upload pictures from your computer to your gallery. For your first upload please choose "simple"! When you are prompted to, please click "trust". Follow all the prompts and let your computer

install the uploading program. (Mac users see the Mac button for your uploaders)

10. You are now at the upload window. Please click "add files" in the top left corner. You will now see a windows navigator window pop up and you can use it to navigate to the files you want to add to your gallery. For the first upload please select 5 images. You can upload lots more later!

11. Pick the first 5 images off your list. If all of the images are in the same folder you can hold down "ctrl" and select the images and then click on ok. You should now see your 5 images in the white box ready to upload to your gallery. You now click on "upload" in the top right hand corner. You will now see the uploader working and will see a progress bar showing you the progress of your upload. Wait until all your images are uploaded and return to your gallery.

12. You should now see the 5 images in your gallery. You can now enter a caption or description for each photo. Under the large photo on the right you will see "add caption", click on it and a box will open up to let you type in your caption. Then you click on "save" and move on to the next image and so forth.

13. You can now add a gallery description by clicking on "add description" in the top left corner and typing a bit about yourself and again clicking on "save". I suggest a quick introduction and maybe what type of photography you like and the equipment you use. Any other questions please contact me directly at reliabledocumentservices@telus.net

Thanks!

Brad