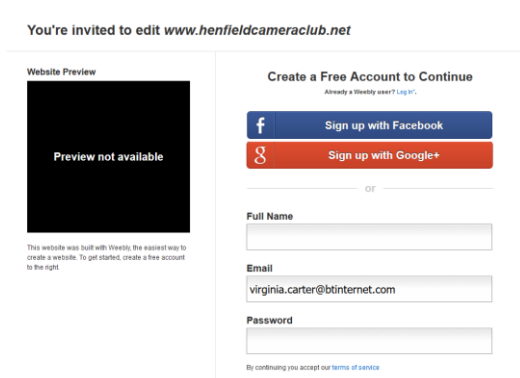


HCC help page for uploading images via Gallery or Slideshow Elements.

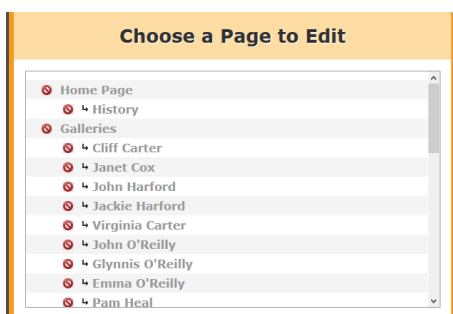
When you click on either the e mail I have sent you or the weebly invitation you will get a screen like this one:



You have two options. Firstly, you could complete where invitation states “Full Name”. Fill in your name and a password. (When I tested it for myself, a “Get Started” button appeared (possibly after I hit enter). Nothing seemed to happen so I hit enter again and “Get Started” changed to “Log in”. I then used my password to enter Weebly and thereby gain the ability to edit my gallery page.) Alternatively, if this way is problematical, you could sign up using the Facebook or Google+ tabs. Choosing the Google+ tab will allow you to reset your password should you have problems with the first way. (You do seem to need to set up an account in order for Weebly to recognise this way but an account just gives you access).

Next

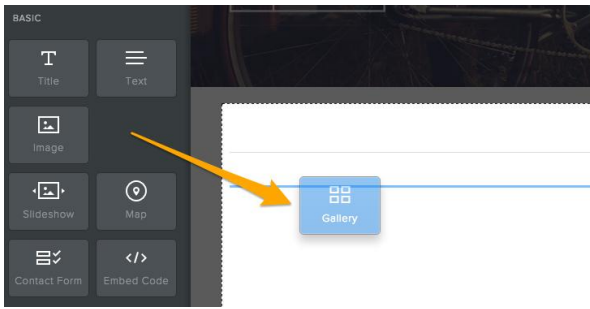
Click on the “Edit Site” button which is towards the top on the right. This will take you to the place where you can select your own page to edit. (below is a screen shot of the page you will see so just scroll down to your name which will be accessible for you, and you alone).



When on your page, click on “Build” which is where you build your gallery page. You will then see a menu of what Weebly call **Elements** down the right hand side of the page.

To upload images onto your gallery page, click and drag either **Gallery** or **Slideshow** across onto your page.

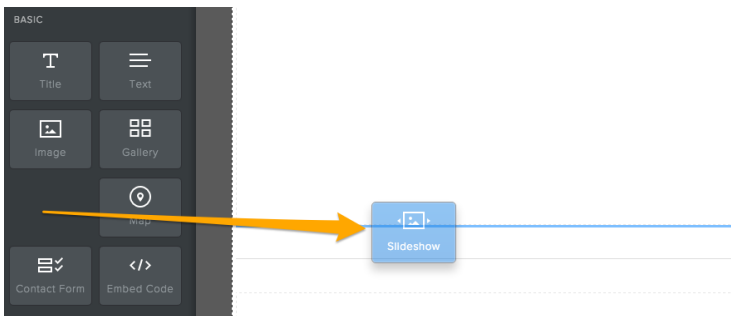
The **Gallery** element allows you to upload images from your computer. Once you have uploaded an image, you will have the choice to select the number of columns you want. I suggest 3 columns.



The **Slideshow** element presents you with a variety of slideshow templates. Once you have selected a template, you can upload images in the same way as the gallery element.

Slideshow

To add a slideshow of images, drag the element to a page on your site.



This will open the "Choose a Slideshow Style" dialog box where you can select which style of slideshow you want. This can always be changed later, so don't spend too much time worrying about which one you want.



You'll now be prompted to upload photos. Hit the big Upload Photos button or just drag some photos into the box to get started.

FYI, it is also possible to upload images using the element **"Image"**. This allows for one large image but this element makes uploading several images much trickier, so I suggest using the **Gallery** or **Slideshow** elements. It really depends on how you want your page to look.

If you want to completely revise what you have done, you can delete your Gallery or Slideshow by clicking on the cross on the top right of the Element box. You are asked to confirm you want to delete before committing.

Important

When you are happy with your gallery page, click on the **Publish** button. In order to then check you are happy with what you have done on the our web-site, you will need to open the actual website in a separate tab. Please note, generally what you have done will appear almost immediately, but it can take a little while if the server is busy.

NB: You cannot edit on the Henfieldcameraclub.net website itself but have to edit your page through Weebly and then publish.