

Image Gallery Tips and Instructions

Registration

You need to register to view, upload and save images. This is necessary to keep hackers and unknown people from wrecking and abusing the site. Your email is used for conformation only, I am the only one who can see it. To keep strangers out there is a global password lrt2014. If anyone does register that I can't confirm I can delete them.

1. All you need to do is create a username
2. Enter the global password (lrt2014)
3. Enter your own password twice
4. Fill out and other information you wish to share
5. Submit.
6. You will get a conformation email to click on.

Once you register you can log on and view images, upload, etc.

Getting around

When you register a user gallery (My Gallery) is created for you. This is located in the Users Galleries on the bottom. You can add as many albums and pictures as you like. The main gallery contains categories by family for old images (Lakin older Images, Roxberg older images, etc.) these are, at the moment maintained by me. If you have older family pics you want to include you can make a separate album in your gallery and I can move them . If a new category is needed ,let me know.

Before uploading any pics you need to create at least one album to upload to.

Viewing Images

All images are contained in albums. The gallery contains 3 images of each picture. A thumbnail (small image), an intermediate image and a full size image. When you click on a thumbnail image you will see the intermediate image and a filmstrip of other images in the album. If you click on the intermediate image it will enlarge to full size of your monitor (unless the image uploaded is small). You can navigate through the large images by selecting the play button (auto slide show) or by clicking on the right or left side of the image. Click anywhere off the image to stop the slide show (or click the x). Desktop users can also use left and right arrow keys on their keyboard to navigate through images in the slide show.

Download Images

you can download pictures to your computer 3 different ways.

- **Download a single picture.** Click on the image you want to download. When the image is full size you can click on the download image in the bottom left corner. This will open the image in your browser. Just select save as and download the a folder on your

computer.



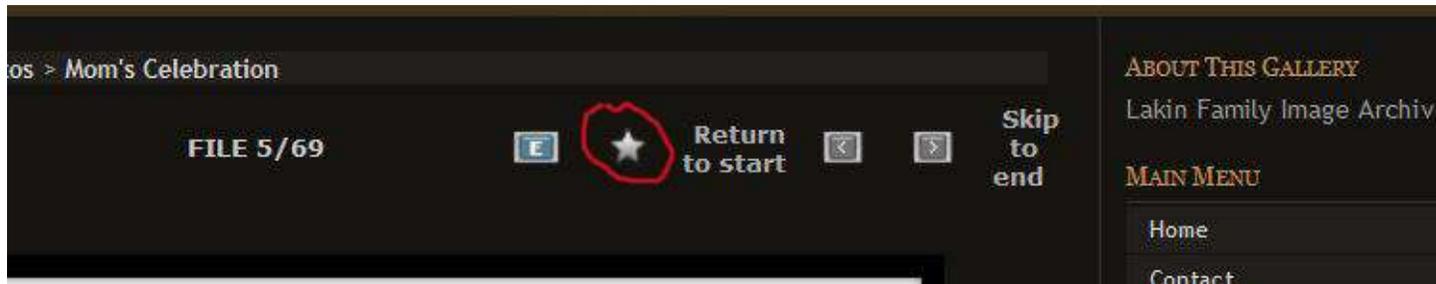
- **Download all images from an album** : Click on the on the album you want to download. Click on the small icon to the right of the album name. It will ask if your are sure. you want to download all. Click yes and it will add them to your favorites folder.



Click on your favorites folder and click download zip file. this will download all images in a zip file to your computer. Extract images to a folder on your computer.

- **Download selected images from different albums**: Click on a thumbnail image. With the intermediate image showing (medium

size) , click on the star icon to add to your favorites.



after selecting the images you want, go to My Favorites and click on download zip. This will download a zip file with all of your images. Extract to a folder on your computer.

Create an album

From the User Admin Menu (right side bar)

click on

create/order albums

click on new album

type the name of the new album and click ok

from the Main Menu (right side bar)

click My Gallery

Here you will see your empty album (once you upload images you will see thumbnail images).

You can create as many albums as you want. When you upload images you just select what album you want to put them in.

You can go back and edit album names, move images to different albums, choose a thumbnail image for the album etc.

That's all for now. If you need help just email me or post in facebook image gallery