

# Uploading Pack pictures

## Step 1

Go to <http://www.salempack122.org/pictures.aspx> and click on “Upload new pictures,” then enter the password when asked (for the password, e-mail [luxury2@earthlink.net](mailto:luxury2@earthlink.net)). The following screen will appear. Click “Select folder” or “Create folder.”

Note – If you choose “Create folder,” you will return to this screen after creating your folder and will still need to select a folder.

The screenshot shows the upload interface. At the top, it says "Step 1. Select or create a folder to hold your pictures." with links for "Select Folder" and "Create Folder". Below this, it says "Upload pictures to folder: - None selected -". Step 2 is titled "Select the pictures you wish to upload." and features a table with 8 rows. Each row has a "Browse..." button and a text field for "Add a caption for the picture." Step 3 says "Click the button to upload your pictures." with a note: "Cannot upload until a folder is created/selected".

In “Step 1” on this screen, you can see “None selected” to let you know you need to click “Select folder.”

In “Step 3 on this screen, there is also a warning that you “cannot upload until a folder is created/selected.”

## Step 1a

When you click “Select folder,” the following screen will appear. Click on the folder you want the pictures to go to. The selected folder’s text will light up as a hyperlink.

The screenshot is titled "Selecting an existing folder". It says "Click on a folder name to select it." Below this is a tree view of folders: "Cub Scout Pack 122 Pictures", "2006", "2007", "2008-2009", "2009-2010", "2010-2011", and "May Pack Meeting". The "May Pack Meeting" folder is highlighted with a blue background and a blue underline, indicating it is selected.

## Step 1b

When you click on the hyperlink for the folder you selected, you will return to the upload pictures screen and can then continue to Steps 2 and 3 as written on the screen.

This screenshot is identical to the one in Step 1, but the "Upload pictures to folder:" field now displays "May Pack Meeting" as a blue hyperlink. In Step 3, the "Upload" button is now visible and highlighted in blue, indicating it is ready to be clicked.