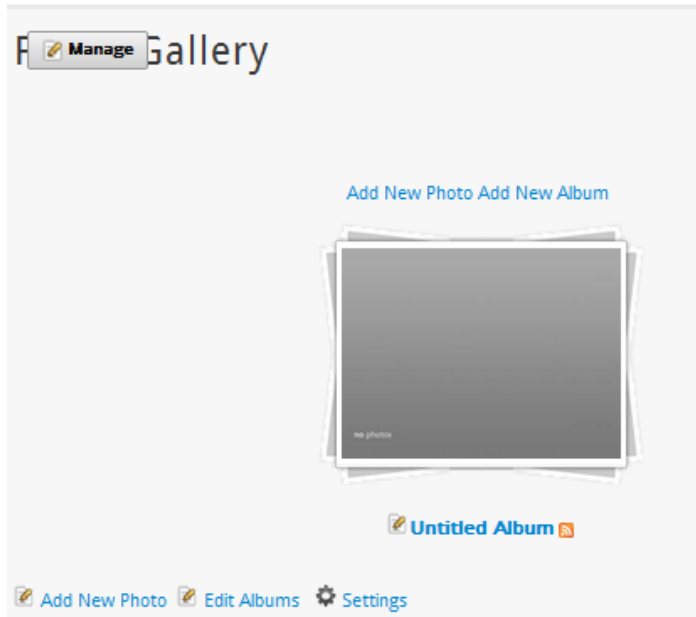
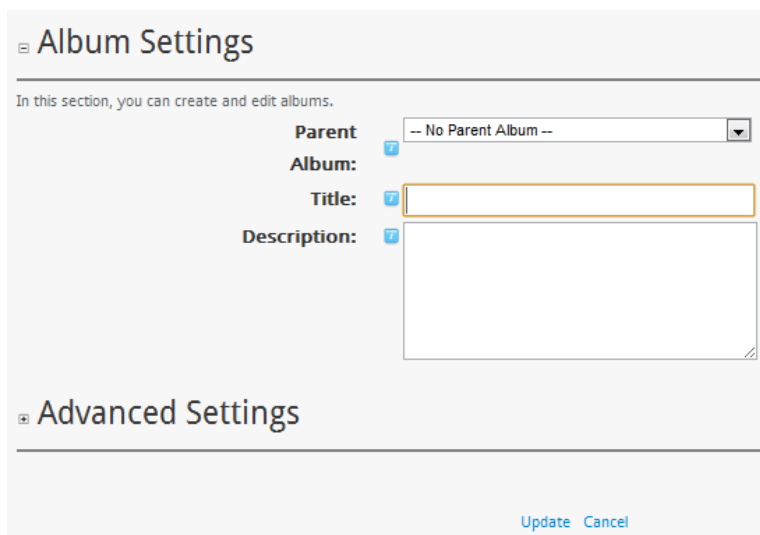


Team Photos

To start create either a “new album” for your pictures to help organize them or “add new photo” to an existing album.



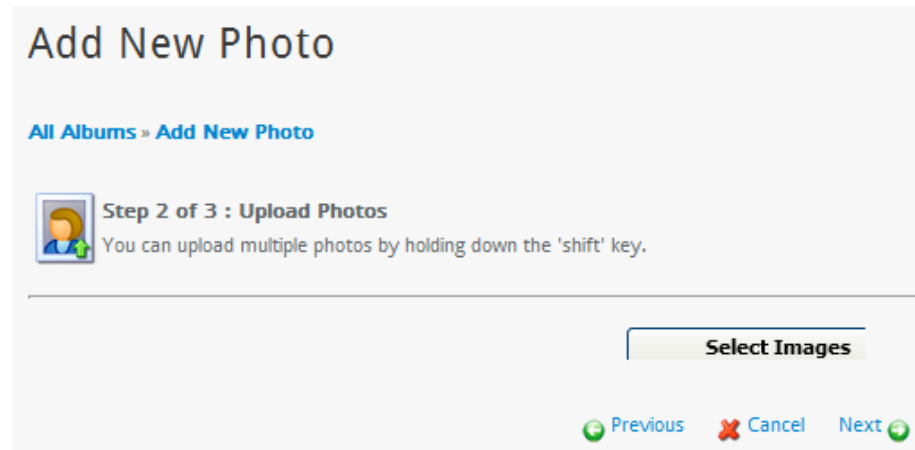
To **add** a picture to a album select the album you want it in or give a title for a new album and click update.



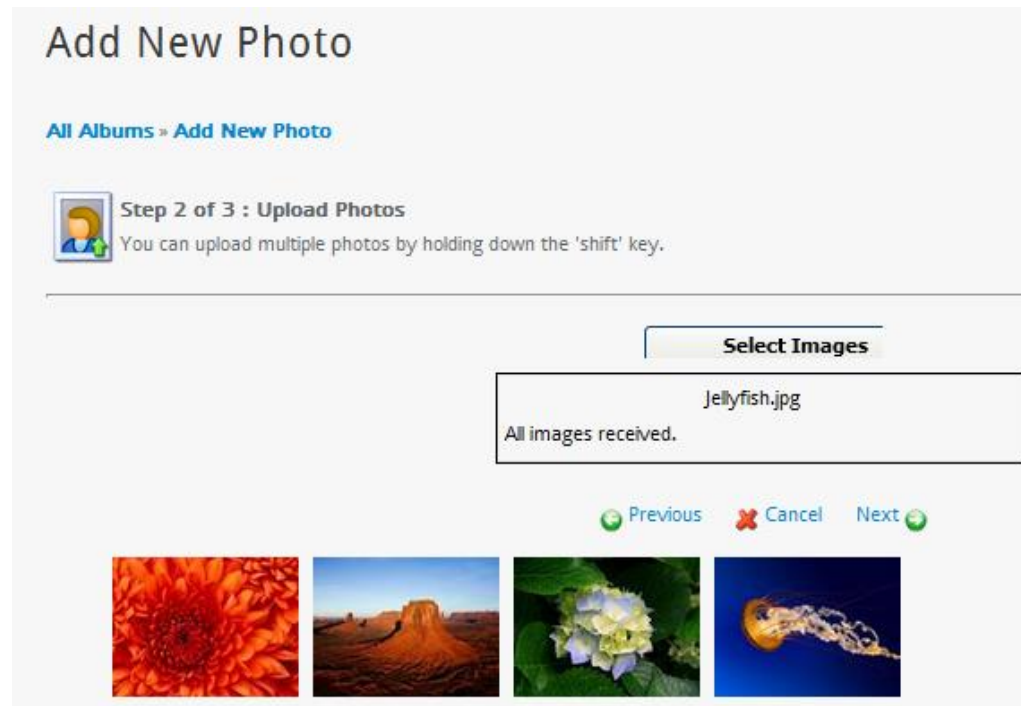
The screenshot shows the 'Album Settings' form. It has a title 'Album Settings' and a subtitle 'In this section, you can create and edit albums.' Below this are four fields: 'Parent Album:' with a dropdown menu showing '-- No Parent Album --', 'Title:' with a text input field, and 'Description:' with a larger text area. At the bottom, there are two buttons: 'Update' and 'Cancel'.




Click "select image" and find your image(s) on your desktop file manager.






Once you have selected all your iamges from your desktop they will appear as seen below. Click next.



Here you can give the image a title, description and tag. Be sure to click save all at bottom.

 **Step 3 of 3 : Describe Photos**
You may optionally describe and tag your photos.

Batch Operations: [Add Tags](#) [Clear Tags](#)


		
Title: <input type="text" value="Chrysanthemum"/>	Title: <input type="text" value="Desert"/>	Title: <input type="text" value="Hydrangeas"/>
Description: <input type="text"/>	Description: <input type="text"/>	Description: <input type="text"/>
Tags: <input type="text"/>	Tags: <input type="text"/>	Tags: <input type="text"/>


Once you save it will take you back to your photo gallery to see them on your page.

To edit or delete click on the edit icon next to the image or album.

Photo Gallery

[Add New Photo](#) [Add New Album](#)



 **Untitled Album** (5 Photos)

[Add New Photo](#) [Edit Albums](#) [Settings](#)