

GETTING STARTED UPLOAD AND CHANGE AVATAR

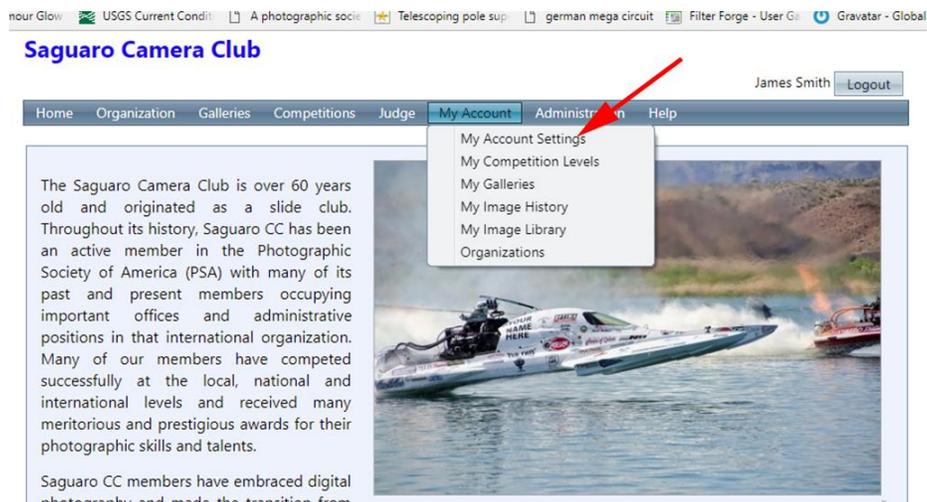
In this “Getting Started” guide I will show you how to upload your avatar into your Image Library and then to install it into your user account in the Saguaro CC website. This is a very simple and easy procedure.

First, what is an “avatar”? Generally speaking, an avatar is the embodiment of a person or idea. In the computer world and our website, in particular, an avatar specifically refers to a head and shoulders portrait of you, a club member and Saguaro CC website user. It will appear on any post that you make within the website such as galleries, discussion forums, etc. They are a feature of our website software that I find useful in that it helps other club members of our club to recognize you. The image size should be around 559x768 pixels and around 330KB in size. Here is mine to give you an idea of what we are looking for.



You could use a picture of your pet alligator. Club members would eventually figure out who you are. For practical purposes a standard “mug shot” will do nicely.

STEP 1: Log in and then go to My Account>My Account Settings.



The screenshot shows the Saguaro Camera Club website. The navigation menu includes Home, Organization, Galleries, Competitions, Judge, My Account, Administration, and Help. A red arrow points to the 'My Account' menu item, which has a dropdown menu open. The dropdown menu contains the following options: My Account Settings, My Competition Levels, My Galleries, My Image History, My Image Library, and Organizations. The user is logged in as James Smith, and there is a Logout button. The main content area features a text block about the club's history and a photograph of a speedboat on a lake.

STEP 2: In the box near the bottom of the displayed page “Please click on the type of information you wish to change” **Select** “**Change Avatar Image**”.

Membership	Your membership will expire on Thursday, November 30, 2017. Roles: Can Send EMail, Competing Members, Competition Judges, Competition Managers, Discussion Forum Moderators, Management Committee, Members, Membership Managers, News and Events Managers, Treasurer, Web Content Managers, Website Administrators
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Please click on the type of information you wish to change.

- Change Login Name
- Change or Remove E-Mail Address
- Update Personal Profile and Organization Options
- Update Addresses
- Change Avatar Image
- Update Membership Information
- Change Password
- Change Password Reset Question
- Delete My Account

STEP 3: With your avatar in a folder open on your desk or laptop, drag and drop your image on the “Select” button (red arrow below). Just like uploading an image into your Image Library, your image will be uploaded. Next Select “**Save Uploaded Image**” (blue arrow below). Your avatar is now loaded and has been placed in your Image Library.

Management Committee, Members, Membership Managers, News and Events Managers, Treasurer, Web Content Managers, Website Administrators

Change Avatar Image

An Avatar is a image file that may be displayed in places where your name might be displayed, such as in a Forum posting or member list. This image is optional.



Use the Select button below to upload an image and click "Save Uploaded Image" when then upload completes. Avatar images will be scaled to a maximum size of 70 pixels wide by 70 pixels high. You may wish to resize your image yourself to fit in these dimensions. The image must be a jpg or png image with an sRGB color profile.

Select

Cancel Save Uploaded Image Clear Image

That is all there is to it and you are done. Any previous and/or subsequent posts will display your avatar image.

Good luck for now.

James D. Smith, Saguaro CC Webmaster

Updated: December 7, 2017