

Parent Photographer Directions - Staples BB 2013

Karen Swanson – any ?s please email info@staplesdiamondclub.org

How to upload photos TO the Shutterfly site (for team parent photographers)

VARSIITY

Directions to upload VARSITY photos to the Shutterfly Varsity 2013 Team Page:

1. Upload your photos from your camera onto your Mac/PC or shutterfly/other site.
2. Go through the photos to do 2 things: a) delete some (total photos you upload should be 25- 50 in total) and make sure the photos in the order you want them (ie in the order of the game, for example) before you upload to the team site. (Note – if you want to keep all your photos, you'll want to make a duplicate album before you delete photos!)
3. Navigate to the Varsity BB Shutterfly share site: <http://staplesbaseballvarsity201213.shutterfly.com/>
4. Click Pictures & Videos Tab
5. Click 'Add Album'
6. Choose UPLOAD tab (unless your photos are already on shutterfly!)
7. Chose "Add Pictures to a NEW ALBUM) and type a name for the new album - format: **V_2013-04-03_Varsity vs XXX** (start with V_date in the format as shown... please do NOT forget to add the V_ before the game date b/c all the albums everyone uploads will dump into 1 place on shutterfly, and I have to then move each one into a Varsity/JV/Frosh folder ... which will not be possible if the V_ (or JV_ or F_) is missing in the front of the date!!!)
 - a. PLEASE PLEASE PLEASE be careful with how you label the album to follow this format – with the correct game date!!! Thanks much!!
8. Choose the files you want to upload...it may take awhile... When it's done, X out of the add-pictures box.
 - a. Note that I'm going to post to the SHS BB site ALL the photos you include in the album, so please edit them ... there should not be more than 25-50...
9. Check that the photos/album look (on the share site) how you want them... (note you can edit the album name, etc if necessary ... or add more photos - all that is under the 'edit' tab next to the album name.)
10. Click edit (next to the album name) and click Send Email option. Please send the message that appears in the box to the info@staplesdiamondclub.org email AND the Coach Jack 12 email address (emails are in contacts). That will send both Jack and me an email with a link directly to the album, so he can choose a game photo and I can then post the photo and album to the site.

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How to upload photos TO the Shutterfly site (for team parent photographers)

JV

Directions to upload JV photos to the Shutterfly JV 2013 Team Page:

1. Become a member of the JV site: <http://staplesbaseballjv201213.shutterfly.com/>
2. Upload your photos from your camera onto your Mac/PC or shutterfly/other site.
3. Go through the photos to do 2 things: a) delete some (total photos you upload should be 25- 50 in total) and make sure the photos in the order you want them (ie in the order of the game, for example) before you upload to the team site. (Note – if you want to keep all your photos, you'll want to make a duplicate album before you delete photos!)
4. Navigate to the JV 2013 BB Shutterfly share site: <http://staplesbaseballjv201213.shutterfly.com/>
5. Click Pictures & Videos Tab
6. Click 'Add Album'
7. Choose UPLOAD tab (unless your photos are already on shutterfly!)
8. Chose "Add Pictures to a NEW ALBUM) and type a name for the new album - format: **JV_2013-04-03_Varsity vs XXX** (start with JV_ date in the format as shown... please do NOT forget to add the JV_ before the game date b/c all the albums everyone uploads will dump into 1 place on shutterfly, and I have to then move each one into a Varsity/JV/Frosh folder ... which will not be possible if the V_ (or JV_ or F_) is missing in the front of the date!!!)
 - a. PLEASE PLEASE PLEASE be careful with how you label the album to follow this format – with the correct game date!!! Thanks much!!
9. Choose the files you want to upload...it may take awhile... When it's done, X out of the add-pictures box.
10. Check that the photos/album look (on the share site) how you want them... (note you can edit the album name, etc if necessary ... or add more photos - all that is under the 'edit' tab next to the album name.)

NOTE – if other parents become members of the page, they can upload photos – and will get notified when photos are added. Otherwise they can just check back to this team shutterfly page to see photos (there's a link to the page on the Staples BB site).

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How to upload photos TO the Shutterfly site (for team parent photographers)

FRESHMEN

Directions to upload Freshmen photos to the Shutterfly Freshmen Team Page:

1. Become a member of the Freshmen 2013 site:
<http://staplesbaseballfreshmen201213.shutterfly.com/>
2. Upload your photos from your camera onto your Mac/PC or shutterfly/other site.
3. Go through the photos to do 2 things: a) delete some (total photos you upload should be 25- 50 in total) and make sure the photos in the order you want them (ie in the order of the game, for example) before you upload to the team site. (Note – if you want to keep all your photos, you'll want to make a duplicate album before you delete photos!)
4. Navigate to the Freshmen 2013 BB Shutterfly share site:
<http://staplesbaseballfreshmen201213.shutterfly.com/>
5. Click Pictures & Videos Tab
6. Click 'Add Album'
7. Choose UPLOAD tab (unless your photos are already on shutterfly!)
8. Chose "Add Pictures to a NEW ALBUM) and type a name for the new album - format: **F_2013-04-03_Varsity vs XXX** (start with F_ date in the format as shown... please do NOT forget to add the F_ before the game date b/c all the albums everyone uploads will dump into 1 place on shutterfly, and I have to then move each one into a Varsity/JV/Frosh folder ... which will not be possible if the V_ (or JV_ or F_) is missing in the front of the date!!!)
 - a. PLEASE PLEASE PLEASE be careful with how you label the album to follow this format – with the correct game date!!! Thanks much!!
9. Choose the files you want to upload...it may take awhile... When it's done, X out of the add-pictures box.
10. Check that the photos/album look (on the share site) how you want them... (note you can edit the album name, etc if necessary ... or add more photos - all that is under the 'edit' tab next to the album name.)

NOTE – if other parents become members of the page, they can upload photos – and will get notified when photos are added. Otherwise they can just check back to this team shutterfly page to see photos (there's a link to the page on the Staples BB site).