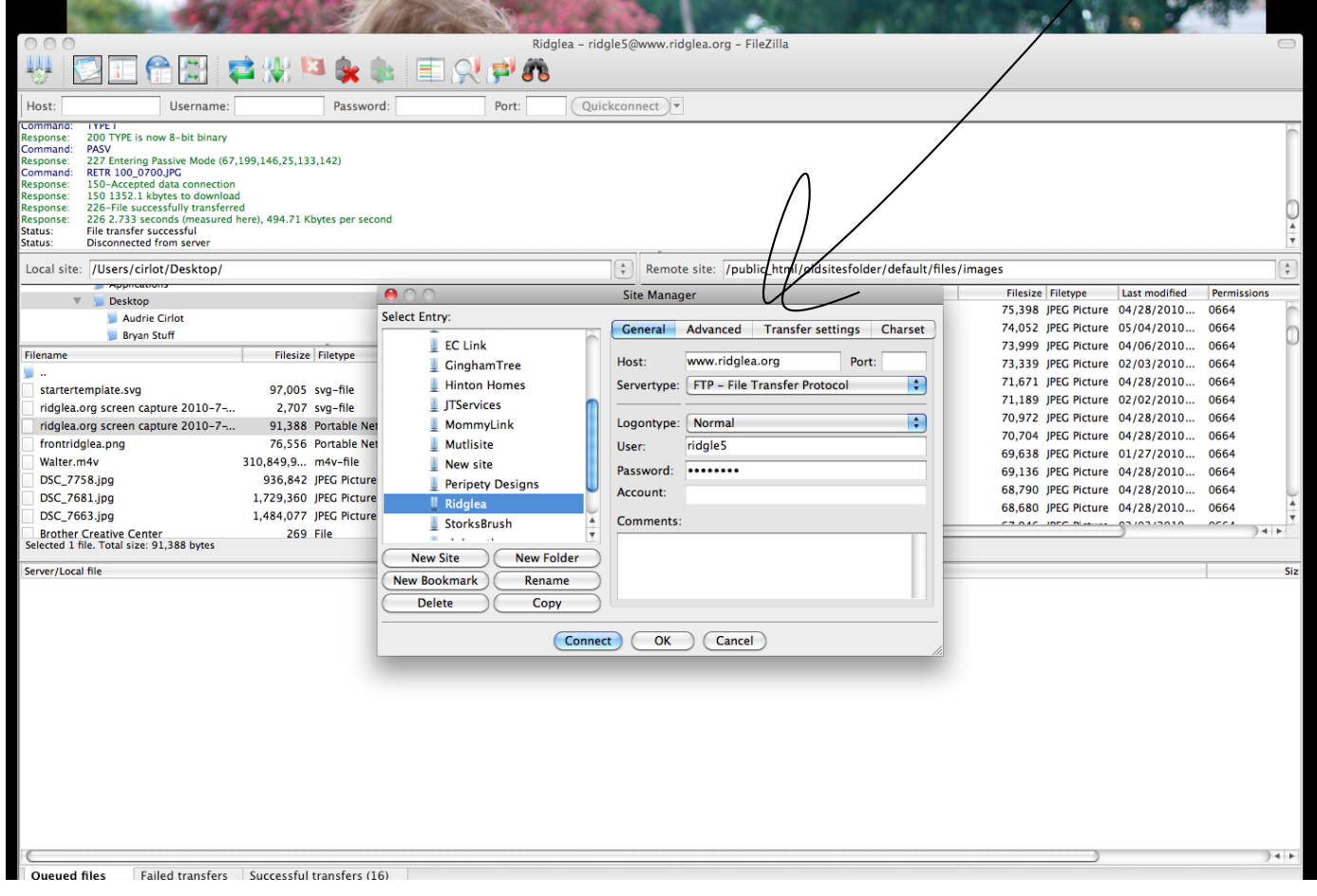


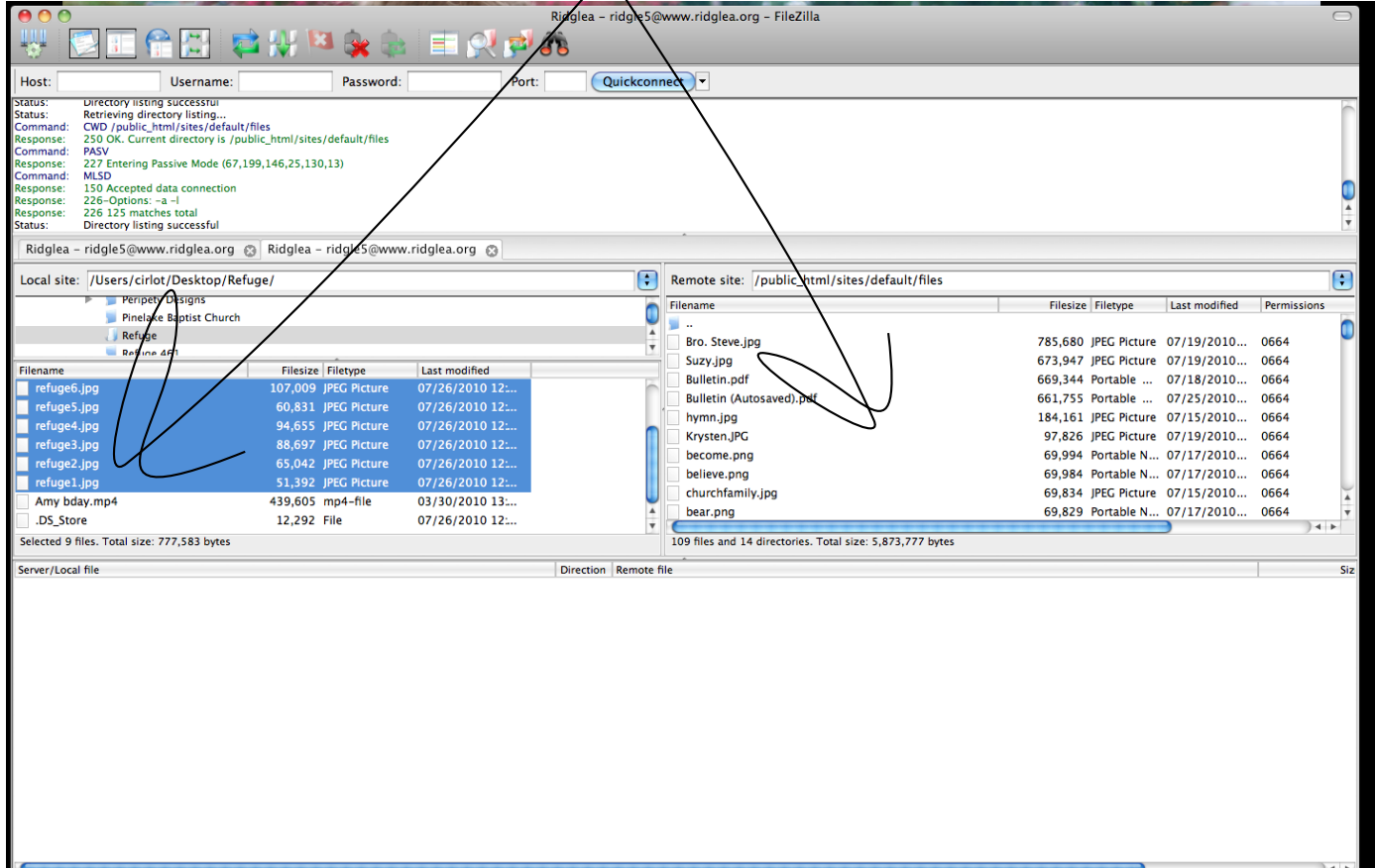
How to Upload Multiple Photos

(Filezilla must be set up first. Call or email us to have us help you set this up.)

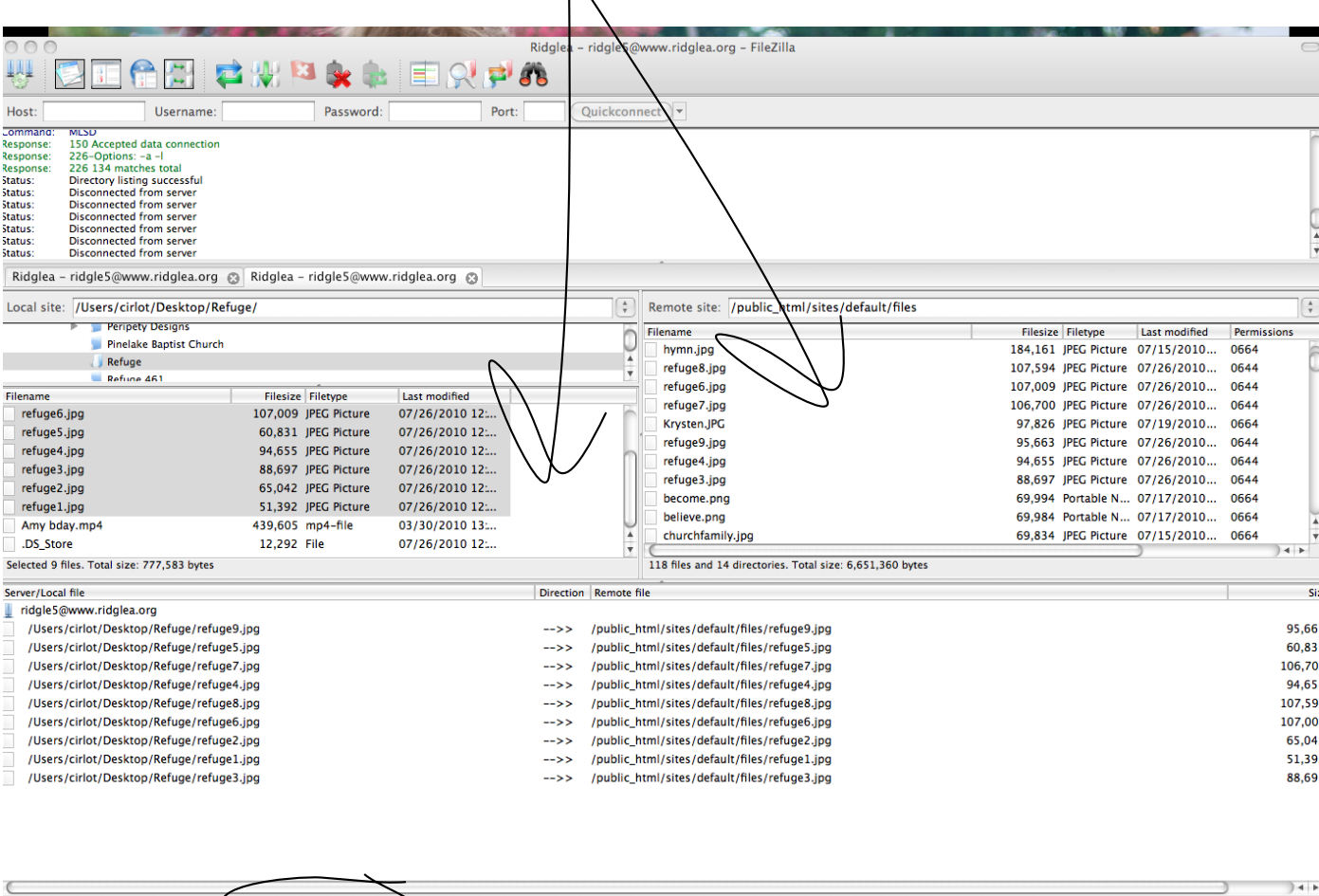
Log into your filezilla account. Make sure you have your photos available for download either on your desktop or neatly organized in a folder.



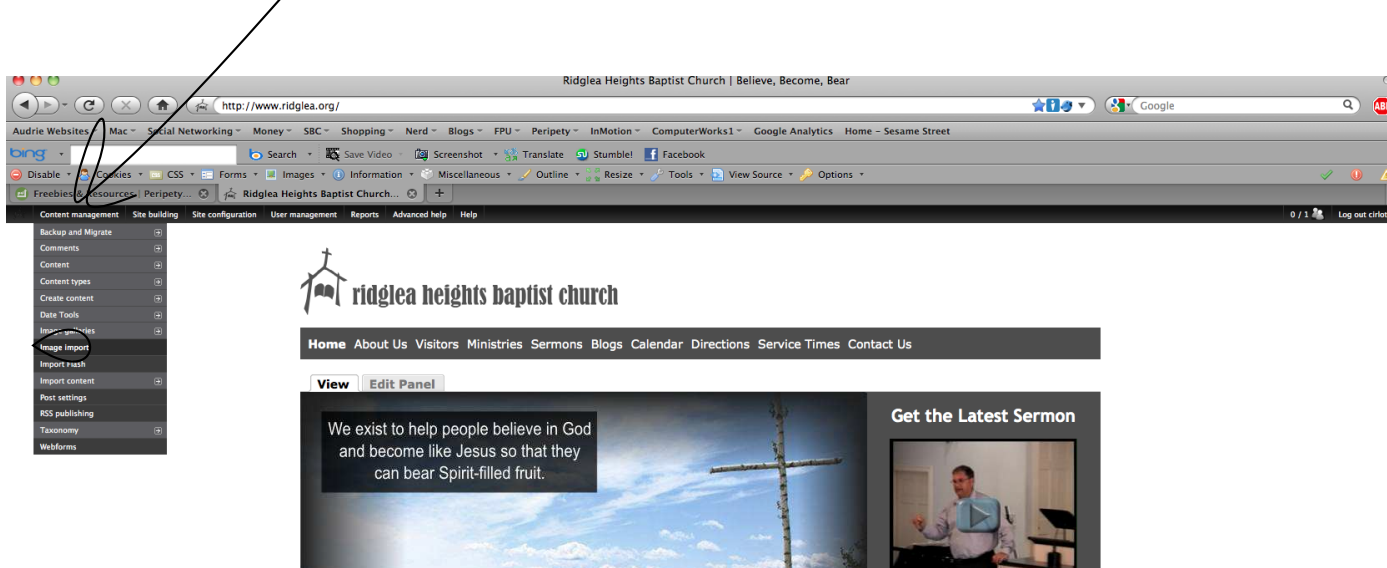
Go to the place where your photos are located. These were in my "Refuge" folder on my desktop. Highlight the files you want to upload and drag them onto the right side of your filezilla screen.



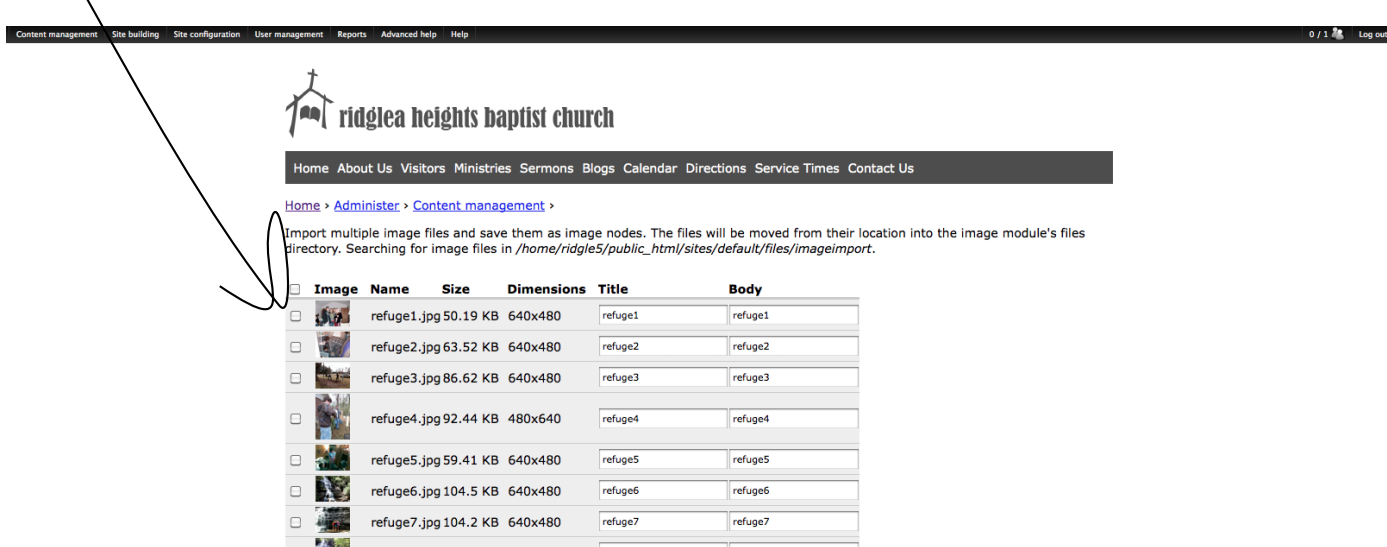
You should see your images in the successful transfers folder at the bottom. You should also now see them copied onto the right hand side of the screen. They will also still be on your desktop or inside the original folder you copied them from.



Log into your website next and click on content management on your administration bar.



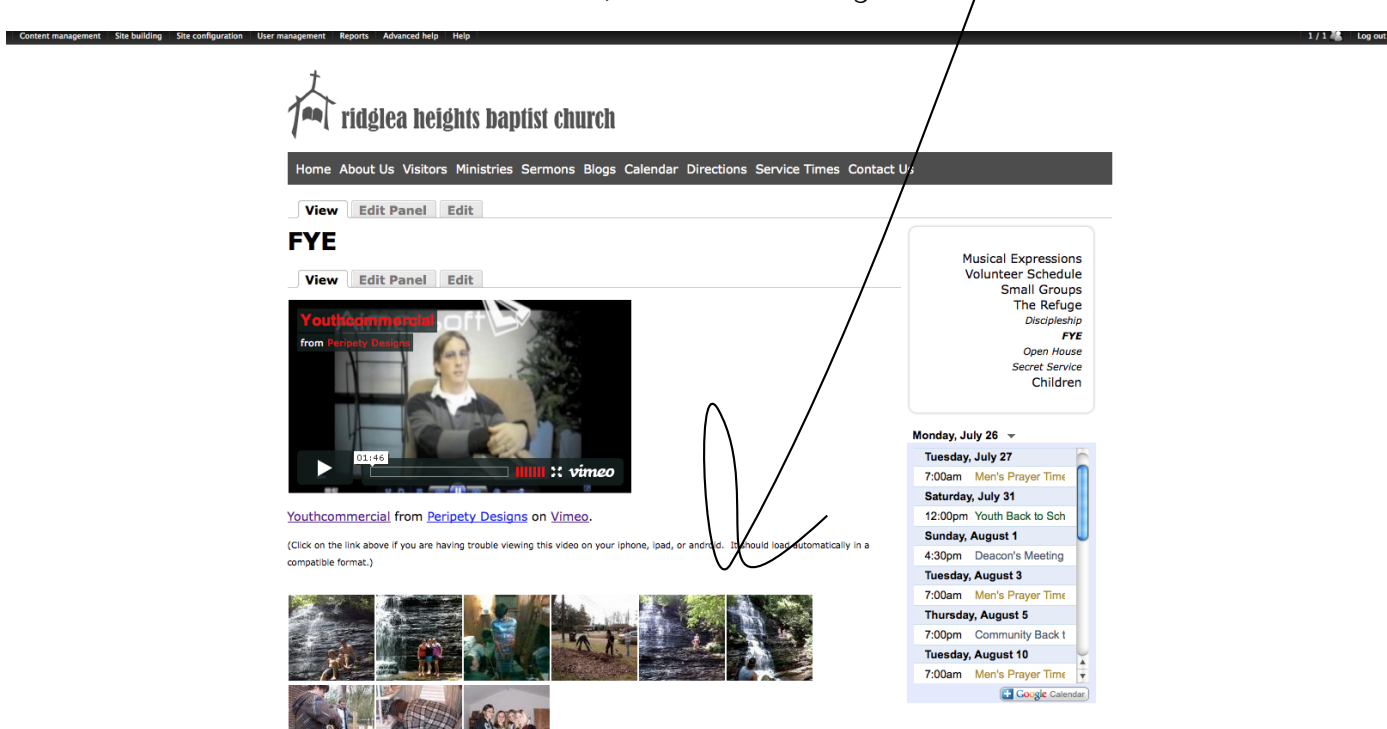
This is what it will look like when you go to Image Import. Select all of the images by clicking on their checkboxes. You can edit the image titles now or delete them completely.



Click Import to move your images into your gallery. They will appear on the correct page now.

Select your image gallery here. Depending on your site, you may have more than one option available.

Your gallery is complete. You should see your photos in it. Click on a photo to see it larger.



Congrats! You can now add multiple photos.