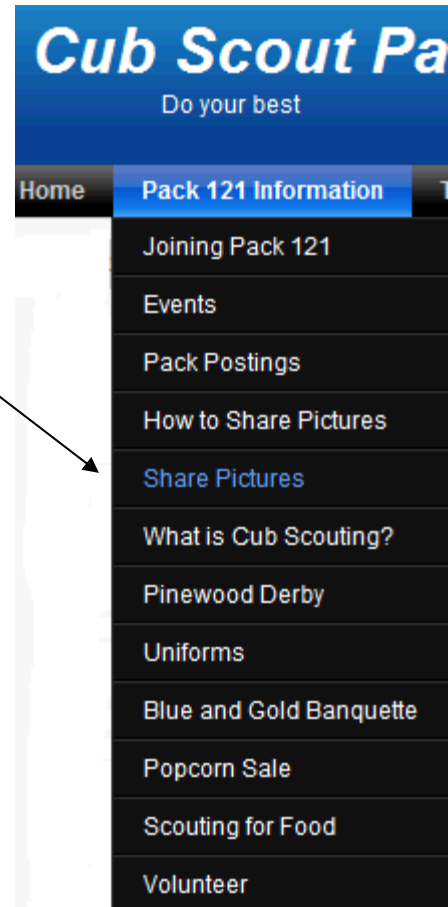


# Sharing Pictures and Text

Sharing pictures and text is very easy.

1. Click on share pictures. This opens the storey editor. It does not matter which share pictures link you choose, they all go to the same place.

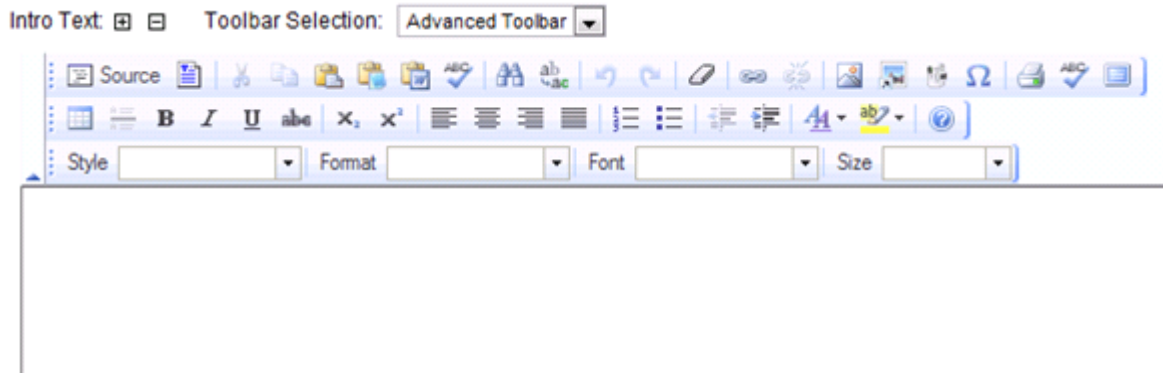


2. In the Story Editor, type in a Title
3. Select the appropriate Topic / category you would like the information to appear under.

A screenshot of the Story Editor interface. The title "Story Editor" is at the top left. Below it are several tabs: Editor (selected), Publish Options, Images, Archive Options, Permissions, and Show All. The main content area shows "Author: Admin", a "Title:" input field, an "ID:" input field with the value "20091228190238480", and a "Topic:" dropdown menu with "Bears (Bears)" selected. Below this are "Story Stats:" with "Views: 0", "Comments: 0", and "Emails: 0". At the bottom, there are checkboxes for "Show Topic Icon:" (checked) and "Draft:" (unchecked), and a "Post Mode:" dropdown menu with "Advanced Editor" selected.

4. In the Intro text, type in a brief description or type in the title again. This appears if someone used the search option in the top right. You can use the feature buttons like any word processor.

# Sharing Pictures and Text



5. You can use the different fonts and styles and make the text appear anyway you prefer.

6. To insert a picture click on the insert picture button.

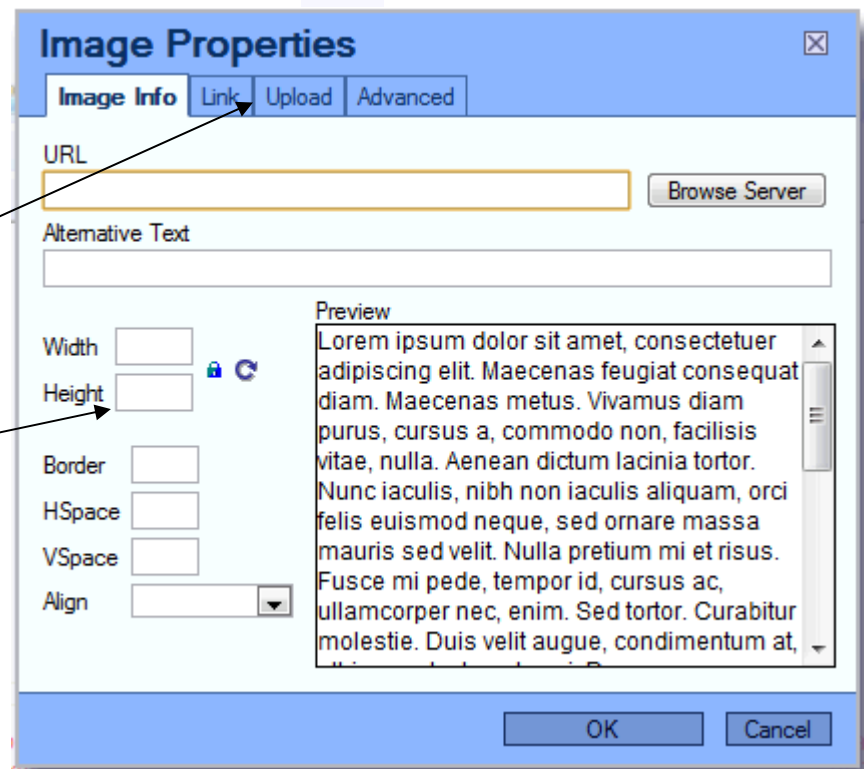


7. This window will appear.

8. Click on Upload

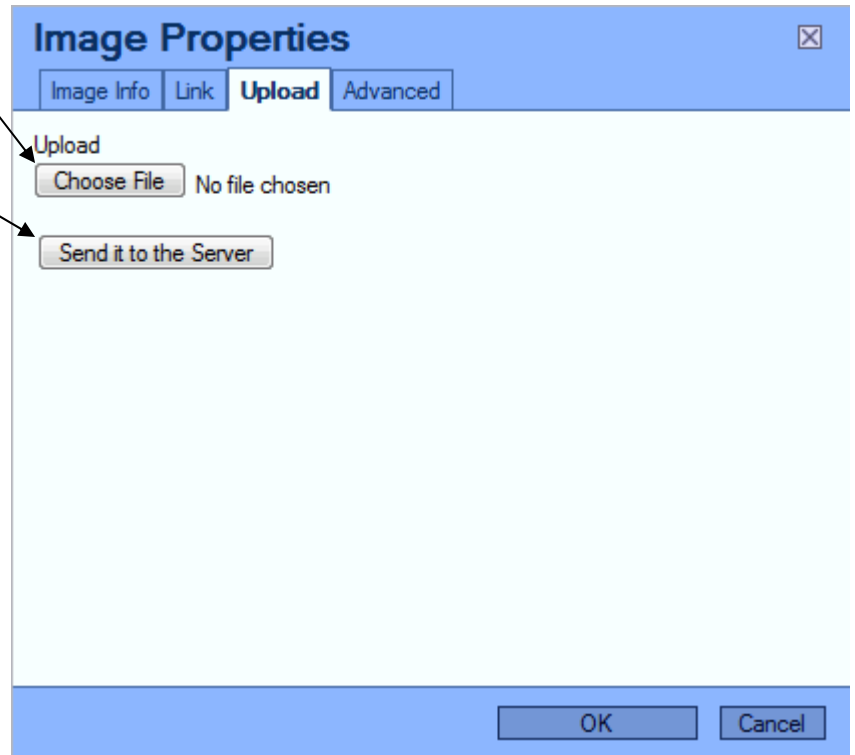
9. Click on Choose File

10. After you upload the file, you should return to this page and adjust the Width or the Height, to a size that fits on the screen. I recommend setting the height to 400. The system will calculate the appropriate width for your picture.



# Sharing Pictures and Text

11. Click on Choose file, and then select the file on your computer and click on OPEN
12. Click on Send it to the Server
13. You may click on the other tabs and make any changes you prefer.
14. Click on OK.
15. You can repeat the insert picture to add the number of pictures that you would like.



# Sharing Pictures and Text

16. To insure no one outside of the pack can see your pictures please click on Permissions.

17. Under Permissions, please uncheck Anonymous.

18. Click on Save

**Story Editor**

Editor Publish Options Images Archive Options **Permissions** Show All

Author: Admin

Title:

ID:

Topic:

Story Stats: Views: 0 Comments: 0

Show Topic Icon:  Draft:  Post Mode:

---

Permissions

Owner:

Group:

Permissions:

R = read, E = edit, edit rights assume read rights

Owner		Group		Members	Anonymous
R	E	R	E	R	R
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Save Preview Cancel