



HOW TO ADD PROFILE PHOTOS

Click the **Members/Join** tab.
Click **Join/Renew Membership**
Click **View Profile** or **Edit your member profile**
Click **Edit Profile** (again in blue box)
Scroll down to **Member's Profile Picture**
Click **Choose File**

Member's Profile Picture No file chosen

Select your photo, which you must have on your computer stored as a jpeg or jpg. You can take a selfie from your phone and send it to your computer to use if needed. The iphone stores photos as "heic". If you "Export" the iphone photo (suggest export it to your desktop), it may automatically save as a jpg, which you can use.
Click **Save**.

If you have a problem with your photo being sideways, contact Membership, (membership@conroeartleague.com), to straighten it up for you.

HOW TO ADD PHOTO ALBUMS TO PROFILE

To add one or more photo albums, follow these instructions:

While still in your profile on ConroeArtLeague.com,
Select **Member photo albums**
Click **CREATE ALBUM**
Enter a **Title** (can be anything, such as Oil Paintings, Landscapes, Mixed Media, Pastels, Portraits, etc.)
Enter a **Description**.
Click **Save**.

Click **UPLOAD PHOTOS**.

Click **Choose File**

Find the photo of your first artwork for photo album. Hint: If you can't find your photos on your computer, try saving them to your Desktop folder, and look for them there.

Each photo may be up to **100MB** in size.

Supported file formats: **.jpg, .gif, .png and .tif**

You can **EDIT DETAILS** to change the name of the photo album.

You can add more photos, and also add more photo albums.

You can add the Artwork Title, Medium, Price, etc. by clicking on the photo, and click **ADD CAPTION** at the bottom. When finished, Save it.

Contact membership@conroeartleague.com if you have problems with your profile photo or photo album.