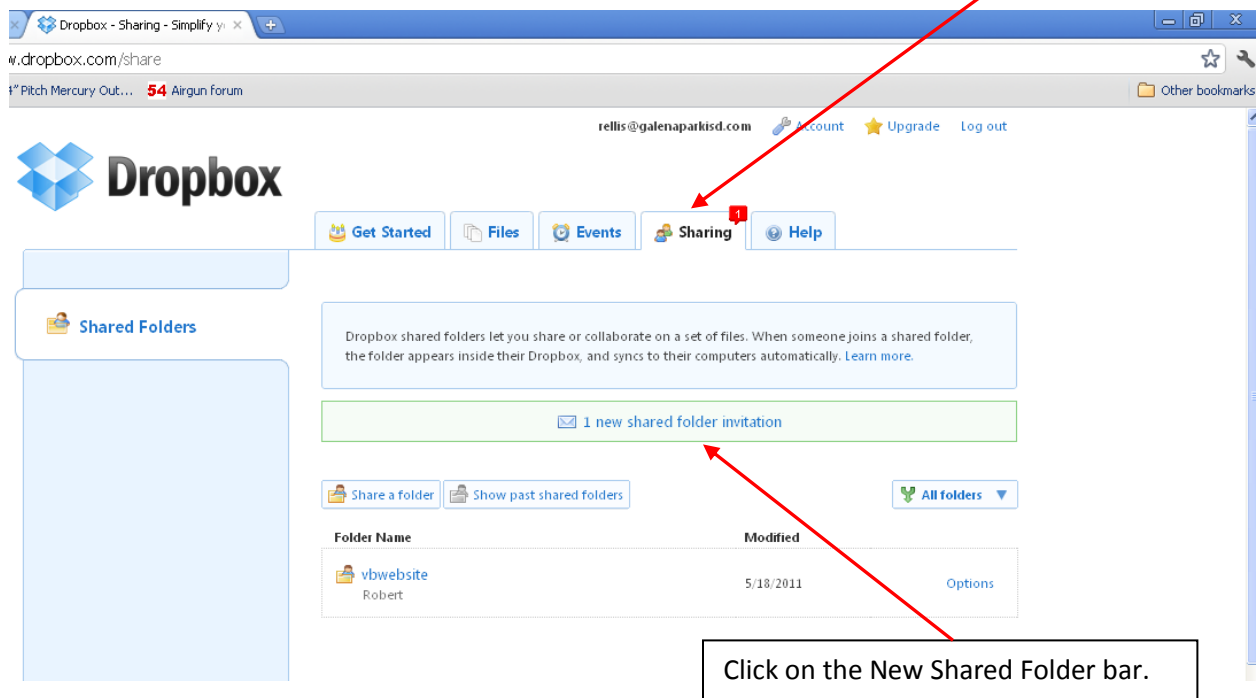


Submitting Pictures for upload to the Clear Lake Volleyball Website

Pictures should be submitted using [Dropbox](#). Those who wish to submit pictures should first create a Dropbox account (2 gigabyte account is FREE). Once your account is created, email the webmaster with the email address you used to create your Dropbox account. The webmaster will then share a folder with you in Dropbox. After receiving an email confirming that the folder has been shared with you, log into your Dropbox account and click on the sharing tab.



Click on the New Shared Folder bar.

Click on **Accept** in the box that pops up.

You should now see the **CLGV Pictures** folder in the Photos folder in your Dropbox files tab and on your computer's hard drive in My Documents/Dropbox. Inside the CLGV Pictures folder you will find several folders that will help keep the pictures you submit organized. Each picture file should be named with the Clear Lake team, opponent name and then numbered sequentially. **Example: JV@Pearland(01).jpg**. You can copy-and-paste or drag-and-drop your pictures into the appropriate team folder. You're done! The webmaster now has access to the pictures.

