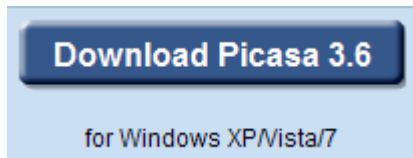


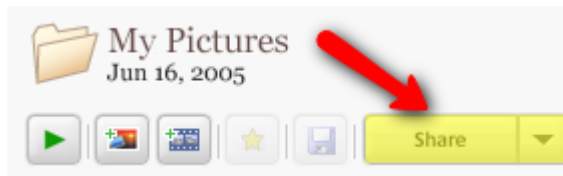
How to Insert a Slide Show using Picasa

You can add a slide show to your website using Picasa, which is free photo editing software from Google. These pictures can be uploaded from a home or a school computer and you can use a Google email address to log into Picasa. In order to use Picasa you will have to download it to your computer, but it will automatically load the pictures from your computer into Picasa, and you can edit, create and publish them to the web.

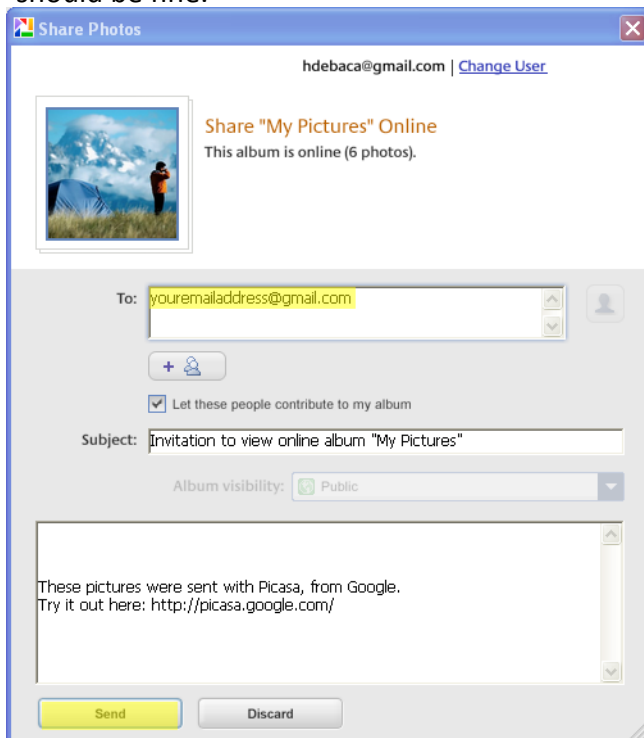
- 1.) Download and install Picasa on to your computer go to <http://picasa.google.com/intl/en/> and install by clicking on the **Download Picasa** button.



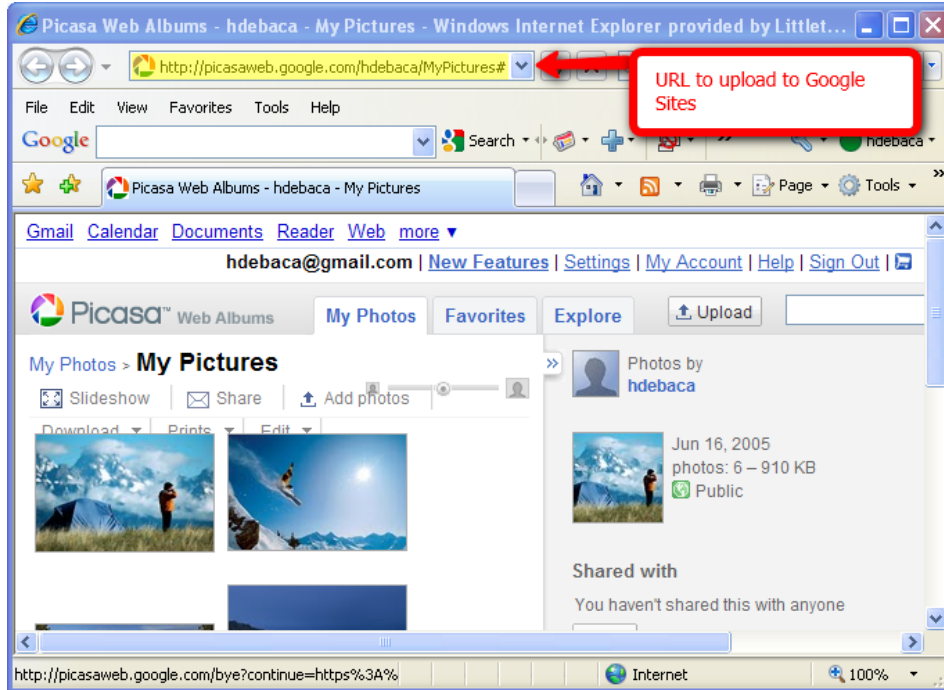
- 2.) Once Picasa is downloaded it will automatically begin to load pictures from your computer into Picasa, once this step is completed you will have a list of pictures from your computer on the main screen, you can create a custom album with only select pictures or place a whole file on the web. To upload a picture album click on **Share** button this is above the album.



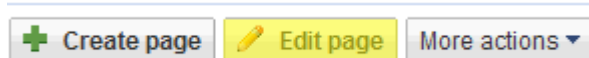
- 3.) After you click **Share** its going to ask for an email address to share these pictures with, I would put in your email address in order for them to be published, unless you would like to share them with others, remember this is going on your site, so your own email should be fine.



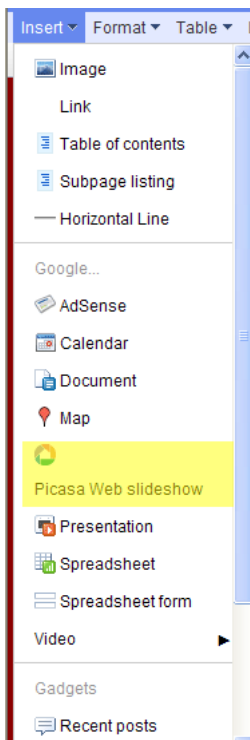
- 4.) Once you click **Send** the pictures will be automatically uploaded online. In order to get them on to your Google Site, they need to be published online so you can copy the URL address and place it in your site. If they are not uploaded online you will not be able to you Picasa slide show.



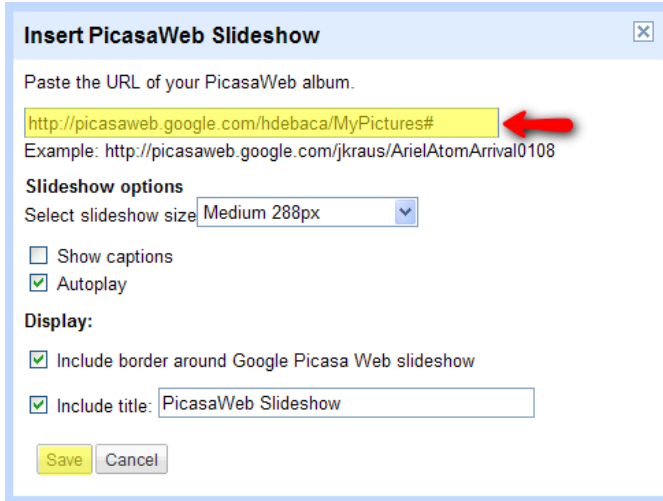
- 5.) Now log onto Google sites, and go to the page that you would like to place a slide show. This can either be on your main page or you can create another page for only a slide show. Click on the **Edit Page** button.



- 6.) Then click on the **Insert Tab** then **Picasa Web Slideshow**.



- 7.) Once you click on the **Picasa Web Slideshow link** a window will pop up that will ask for the URL of the online Picasa Album, Go back to your album and highlight and copy the URL address and paste it into the Google sites box. Then choose your size, name the slide show and click **Save**, you can always change these specifications in the future if needed.



Insert PicasaWeb Slideshow [X]

Paste the URL of your PicasaWeb album.

<http://picasaweb.google.com/hdebaca/MyPictures#> ←

Example: <http://picasaweb.google.com/jkraus/ArielAtomArrival0108>

Slideshow options

Select slideshow size: Medium 288px

Show captions

Autoplay

Display:

Include border around Google Picasa Web slideshow

Include title: PicasaWeb Slideshow

Save Cancel

- 8.) Once you click **Save** the slideshow will be inserted into your Google Site. Remember to click save at the top of your webpage in order to save the slide show into your page

