

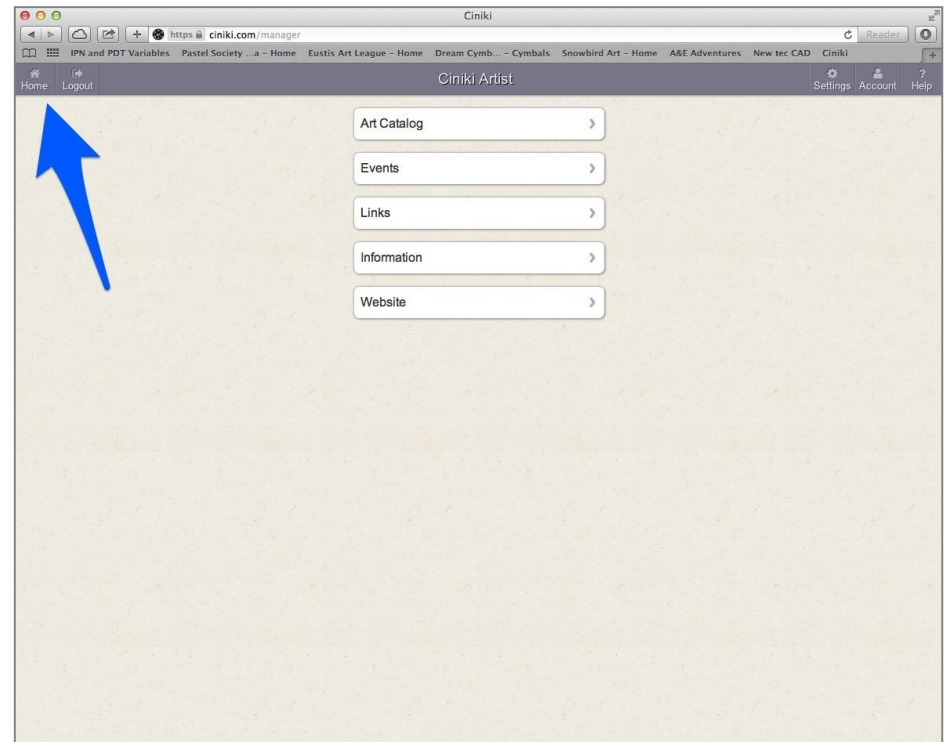
How do I add more photos for an event?

If you would like to have additional photos on your website for an event, follow the steps listed.

Step 1 of 7 - Click Home

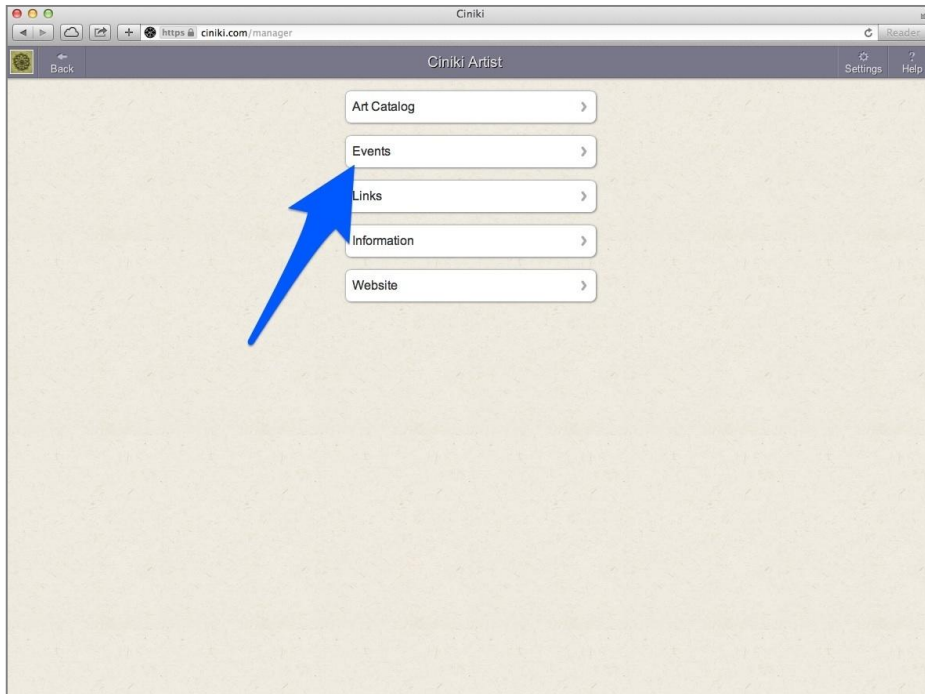
Click on the Home button in the top left of the Ciniki window to return to your main menu. This is the screen you see when you first login to Ciniki. If you are already at your home screen, the screen will not change.

If you are not yet logged into Ciniki, refer to: <http://ciniki.com/tutorials> for more information on how to log into the Ciniki Manager.



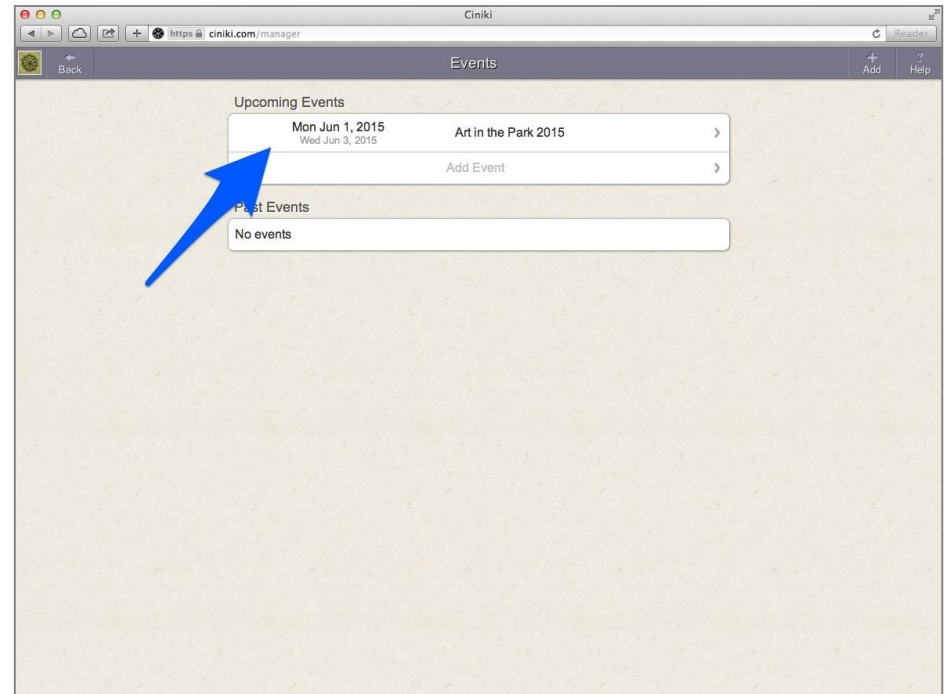
How do I add more photos for an event?

Step 2 of 7 - Click on Events



Step 3 of 7 - Click on the event

Click on the event where you would like to add additional photos.

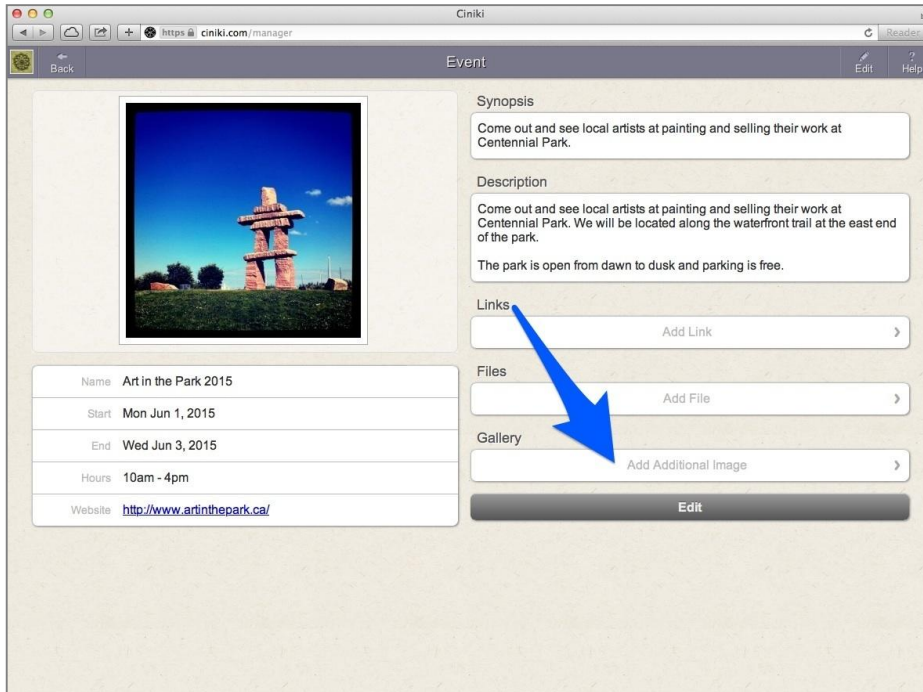


How do I add more photos for an event?

Step 4 of 7 - Click on Add Additional Image

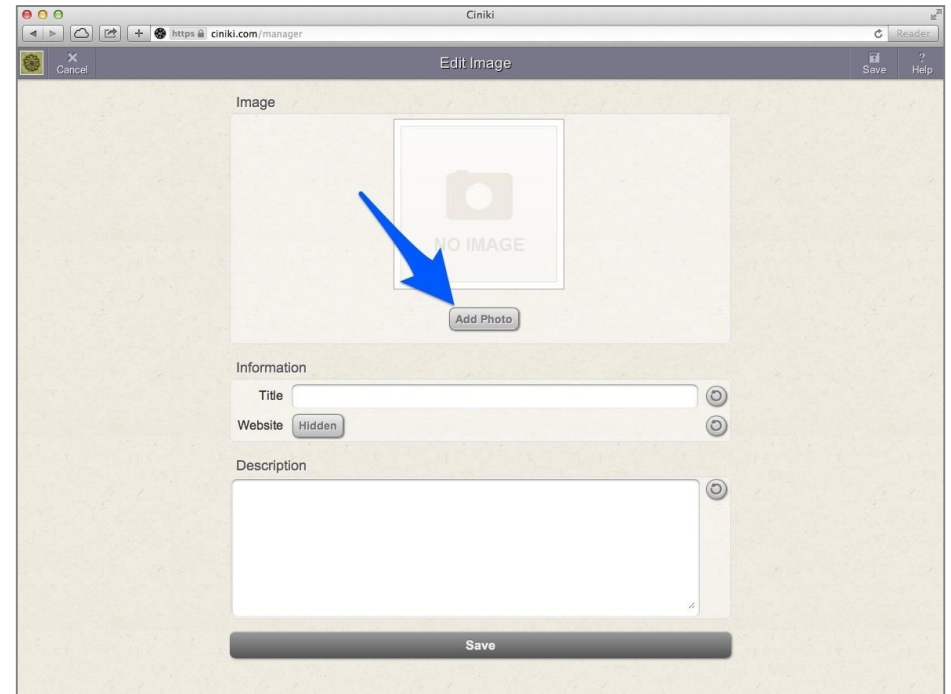
To add a photo, click on the Add Additional Image.

If you are on a laptop or desktop computer, you can drag and drop multiple photos to this screen and they will be added.



Step 5 of 7 - Choose your photo

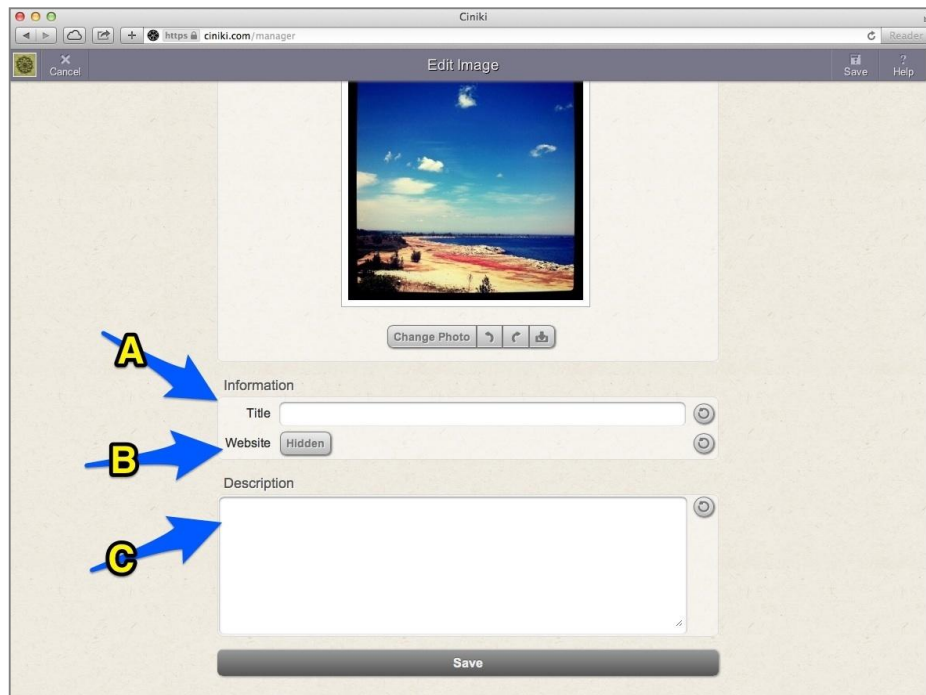
Click on Add Photo to select a photo from your computer or tablet.



How do I add more photos for an event?

Step 6 of 7 - Photo Details

- A. (Optional) The title of the photo.
- B. (Optional) Click on Hidden if you do not want this photo to show on your website.
- C. (Optional) Enter the description of the photo.



Step 7 of 7 - Click on Save

After entering the information, click on Save.

The photo will now appear on your website as part of the event.
If you would like to add more photos, go to Step 4.

