

GETTING STARTED WITH MY PROJECT 52

Welcome aboard, guys. Have a look around and be sure to check your My Account settings. One thing to remember is that to post images you must first upload them into your My Image Library. These images reside on the Visual Pursuits server when in your image library. You can post images into various locations (Galleries, Discussion Forums, and Competitions) from your Image Library and they do not take up additional space on the server. Our Premium Visual Pursuits subscription allows us 2,000 images/year that should be adequate.

SETTING UP YOUR PROJECT 52

You are welcome to join in our Project 52s. The Project 52s serve several purposes. **First, they are a way of becoming familiar with uploading images into your Image Library. This will become important as we start using this website to run our monthly competitions.** Secondly, the Project 52s is a way for members to share and interact in a CyberSocial space that helps build camaraderie within the club. Participating members post an image on a more-or-less weekly basis. It doesn't have to be an image you shot in that week although it can be and nobody is keeping track that you post every week. The Project 52s are a "Blog" type Forum where we share and interact. *The Project 52s are a "critique-free" area; there is a separate "Critique" Forum for those who wish critical commentary on an image.*

VIEWING CONTENT OF A FORUM

You need to understand the hierarchic structure of a discussion forum. To get started, go to Organization>Discussion Forums. This will open up a page that lists the Forums available in the SAG CC Website. I will use the Forum Project 52 as an example. The procedure for creating and posting information to a Forum follow the same series of steps. Notice that the Project 52 is for **Club Members Only**. You will also see a "Subscribe" button in the upper right corner. For now I would recommend not subscribing to a Forum. Subscribing might lead to a flood of notifications every time something new is added.

Let's go to the next level in the Project 52 Forum. Select the "View Topics" button. A Topic is like a "Thread" that runs through the Forum. This will open a

list of all the topics (threads) that have been incorporated into this Forum. As more members participate in the Project 52, the list will grow. The most recent “Posts” will be near the top. Find and select “View Topic” for **Jim Smith’s 2017 Project 52: Week 38 (9/17-23/17)**. This is the format I would like you to use for titling your Project 52 weekly topics. You don’t need to include the inclusive days but do use the week number. If you miss a week either just fill it in (catch up) or skip to the current week. I will provide you with list of the 2018 numbered weeks.

Jim’s 2017 Week 38 illustrates the kinds of things you might put in your textual content. It might be something simple (e.g., “I took this photo at XYZ last ABC”) or it can be more descriptive. On the left hand side you will see date and time of the “Post”, an Avatar of the member (more on Avatars later), and the “Posted” image. If you pass your cursor over the image you will see you can click on the image to expand it. The textual description is in the middle of the text box. In this example, I have included a hyperlink to a 50 minute movie on the famous Pryor Mountain stallion named Cloud. For you horse lovers like me, you will find the movie well worth watching. Below that is another hyperlink to a song written and sung by Ian Tyson called *La Primera*. Warning: the song is poignant and uplifting of the spirit and freedom of wild horses as *Drinkers of the Wind*. You may find a few Kleenexes handy. Following that is the Story of the image. This image is one of my all-time favorites and I wanted to share it.

CREATING A TOPIC WITHIN A FORUM

Now that you have seen a few topics within the Forum Project 52 by several different members, we are ready to see how to create your own weekly Project 52 Topics (threads). Select Organization>Discussion Forums>View Topics. This brings us back to the list of “Posted” Topics (threads).

At the Top or Bottom of the list you will see a button “**Create New Topic**”. Select this and you will begin to “Post” your weekly contribution to this Forum Project 52. A Topic entry form will open up with a yellow-filled box at the top. Whenever you see a Yellow-filled box, it is required information. In this case, it wants a Topic Title for this week’s “Post”. As mentioned above, I would prefer you use a title format like this for this Forum:

Your name 20## Project 52: Week ## (e.g., Jim Smith’s 2018 Project 52: Week ##)

You can write your descriptive information in WORD and drag and drop it into the Text box. The bars above the Text box should be more or less familiar to you. The font is fixed and can't be changed. I like to use a font size that is easily readable. So, I use text Size #4. If you know html coding you can affect the appearance of your text box. If you don't know html coding, don't worry about it. One of the things I highly recommend is, before you spend a lot of time writing text or adding an image, I would select the "**POST**" button near the bottom of the page. This will save your work to this point. If you forget to POST, SAVE, or UPDATE (buttons usually near the bottom of pages) you will lose your work, get frustrated and have to redo it all over again. The more you work with the processes of the website the easier it will become.

Let's say we "Posted" our work and now want to add or revise the text or are ready to add an image to our weekly Project 52 Topic, we can now continue. Select the button "**Back to Current Topic**". NOTE: there is a confirmation that "Your post has been submitted successfully....". If you are done with this Post you can select "**Back to Topic List**" or some other tab on the Webpage dropdown (e.g., Home, Organization, etc.).

POSTING AN IMAGE IN YOUR PROJECT 52

The "Week Numbers" for the 2018 Project 52s may be found and printed under Organization>News and Information>**WEEK NUMBERS FOR 2018 PROJECT 52**.

Return to your Project 52 following the pathway above, go to the post you just made and **Select** "**Edit**" on the upper right corner. That brings you back into your post. You can add things and/or correct things via this "Edit" button. Below the text box **Select** "**Pick an Image**". Scroll down through a bunch of stuff you don't need to worry about to "**Search for Images**".

You should have already uploaded the image you wish to post to your Image Library. The "**Search for Image**" button will take you to your Image Library where you will see your image(s) with a check box in the upper left corner of each. **Check** the box of the image you wish to post and then **Select** "**Finish Marking Desired Images**". This should result in your selected image being entered into your

Project 52 post. Make sure to **Select** “**Update**” in the lower left corner before you leave the posting, otherwise it won’t be saved.

NOTE: Posting from your Image Library pretty much follows this procedure: Search for Images, Select image(s) by checking the "check box", Select the button that signifies you are done "marking" images. Make sure to Select the "Post" or "Update" buttons to save your work.

Once you have finished your initial Project 52 posting, you can return and add posts or comments simply by **Selecting** “Post Reply”. That way you maintain the “Thread” of your Project 52. To comment on other’s Project 52s, just open their Project 52, move to the bottom of the last page and **Select** “Post Reply”.

Like anything, once you get used to it, things will be easier.

If you have any questions, catch me at:

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Cheers,

Jim Smith, SAG CC Webmaster

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