

How to upload pictures for use on www.peci-thai.com

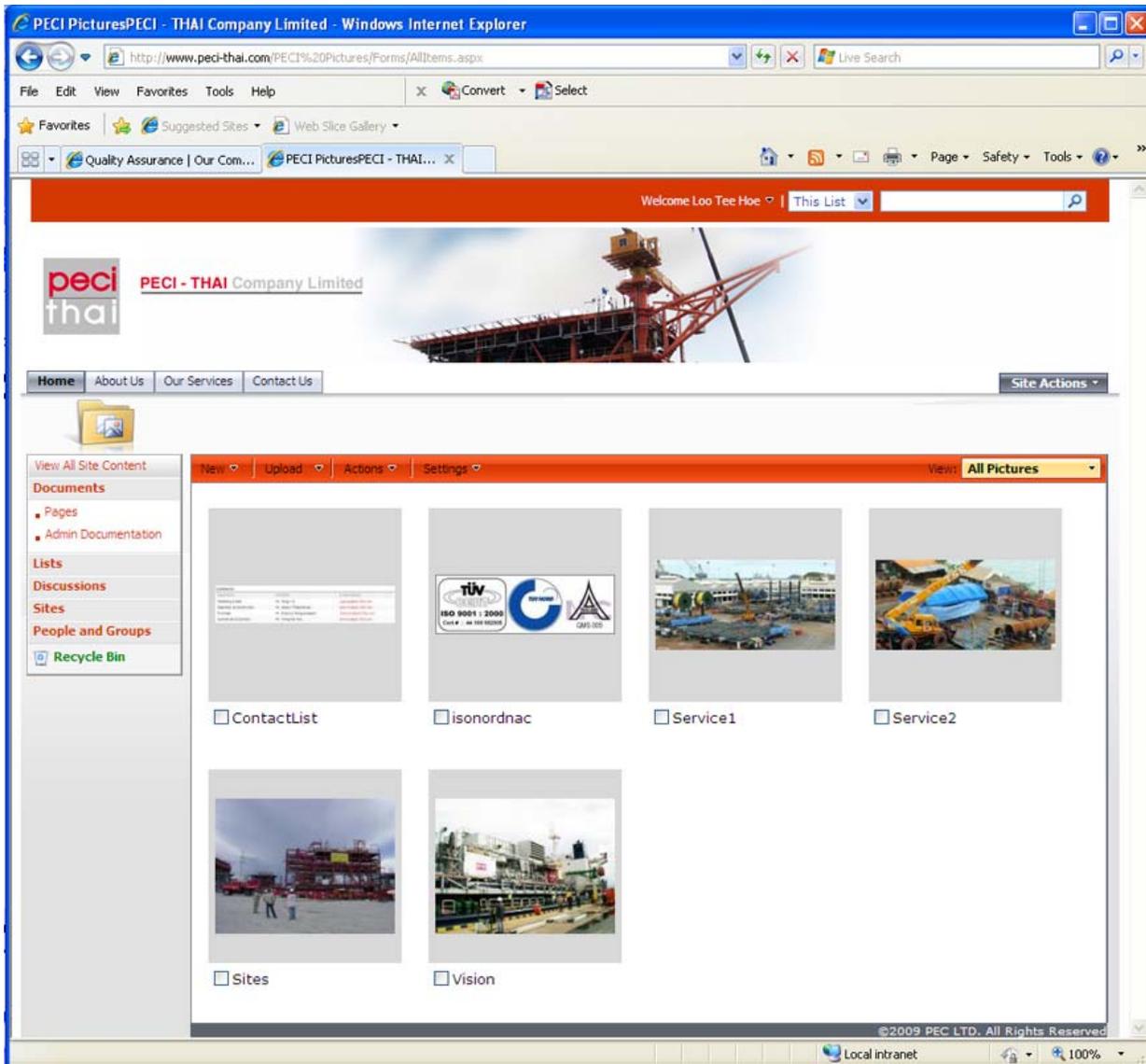
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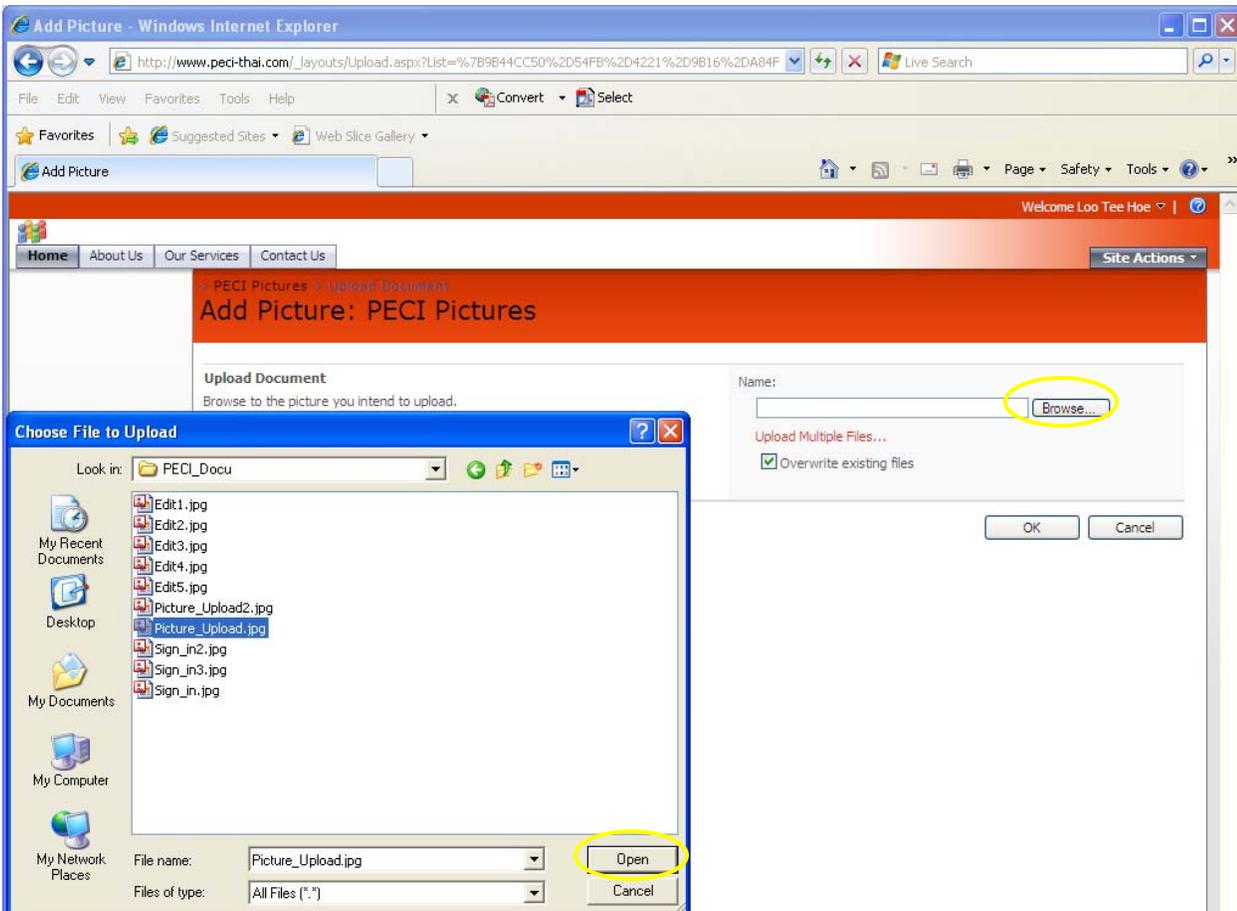
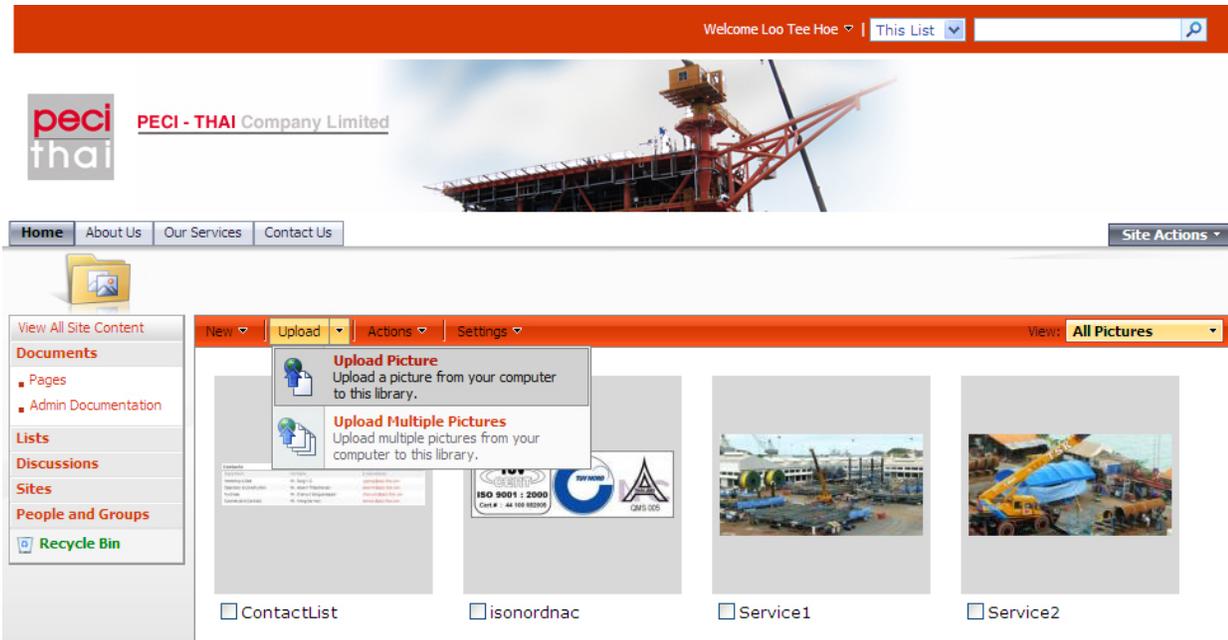
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1. Uploading Pictures for use on www.peci-thai.com

Once you have signed into www.peci-thai.com, kindly type in: <http://www.peci-thai.com/PECI%20Pictures/Forms/AllItems.aspx> to access the PECI Pictures library as illustrated below.



Click on the **Upload** button to open a menu as shown below, then select **Upload Picture** option to prompt the next screen.

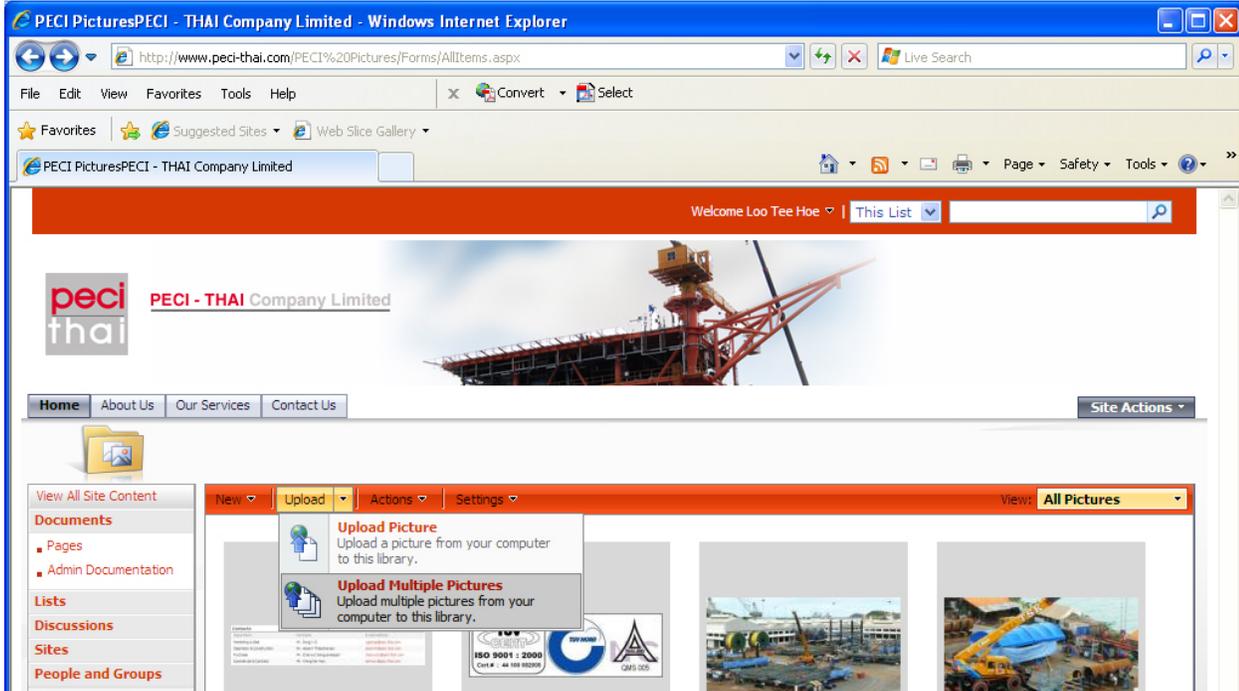


Click on the **Browse** button to open the menu that would ask the user which file they wish to upload, once the user has selected the file, click on the **Open** button to complete the selection, then click on the OK button to complete the picture upload process.

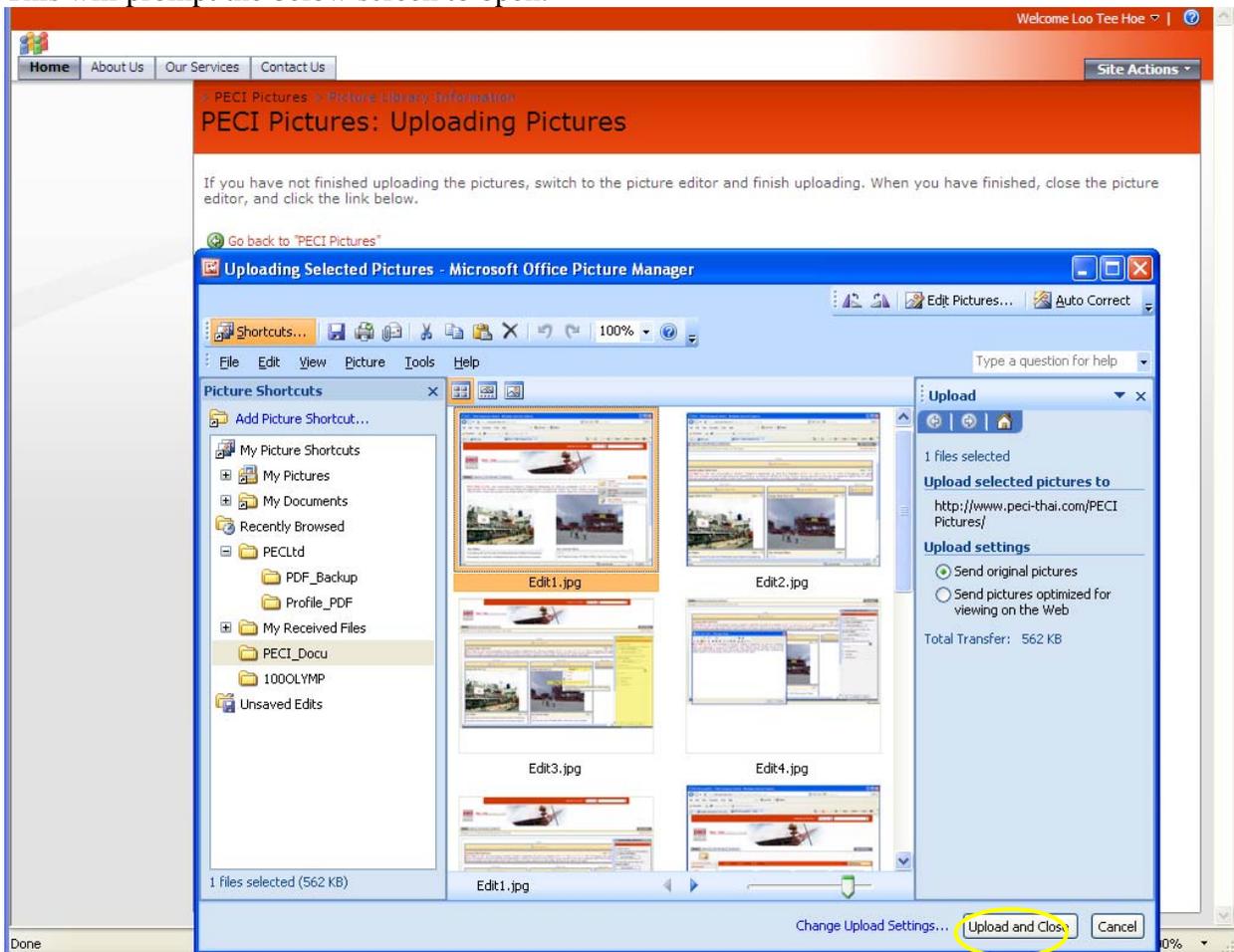
Note: This method is only applicable for uploading one picture at a time, to upload multiple pictures, I will cover the subject next.

2. Uploading multiple Pictures for use on www.peci-thai.com

Select Upload multiple pictures as illustrated below.



This will prompt the below screen to open.



Once the user has finished selected the pictures they wish to upload , click on the *Upload and Close* button to complete the process.

3. Guidelines for uploading pictures

- All pictures uploaded should be saved in jpeg format.
- For the purpose of maintaining a constant look and feel of the website, please ensure that all the pictures uploaded should be of 400 X 200 pixel resolution.

End of document.