**From:** Andy Hayes

**Sent:** Wednesday, December 09, 2009 10:32 AM

**To:** Lori O'Neill ; Gene Klco ; Sue Antoine

**Subject:** BIG pictures on Rotary Website

Lori, Sue and Gene,

Club Runner sent me the instructions on how to have larger photos with our stories on the website.  The instructions are below, but the simple version is that you copy and paste the photo into the content of the lead paragraph of the story, not as an attachment.  Once pasted you need to resize to fit, but once you do it a couple of times you'll get the hang of it.  You also need to make sure your editing settings are set to "XP Editor".  The instructions below tell you how to do that.

Take a look at the website and see what the difference looks like.

Thanks,

Andy

PS.  Sue, I also changed the "website editor" to me, until your work schedule changes and you can get active again.

---------- Forwarded message ----------
From: **ClubRunner Feedback** <feedback@clubrunner.ca>
Date: Tue, Nov 24, 2009 at 5:39 PM
Subject: [FEEDBACK #LUE-139390]: Club runner feedback
To: andy@northernlakes.net

Hello Andy,

Thank you for contacting ClubRunner.

1. If you would like to upload bigger photos on your website, you can easily do that by copying the picture directly into the story's content. To do so, please follow the steps below:

- Select the Photo Journal on the home page with the image you want to insert.
- Click on the image which will open another browser window.
- Right click the image and select Copy.
- Go back to Admin and select Edit Stories.
- Select Add New Story or click Edit beside an existing story.
- You can now paste the image in the story content or bulletin content.
- You can drag the corners of the image to resize it.

2. If you have recently upgraded to Internet Explorer 8, please activate compatibility view.
On your browser, please click on Tools and then Compatibility View. This may refresh your page.
You should now see our XP Editor. If not, please ensure you have the XP Editor switched on.
This option will display at the top of the Edit Stories or Edit Bulletin Content screen.
To activate it, please click on the "Switch to XP Editor" link.

You will only have to follow these steps once.

Let me know if you have any further questions.
Sincerely,
Claudia P.
Product Specialist
(905) 608-2321
support@clubrunner.ca
ClubRunner
club communication made easy ™
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