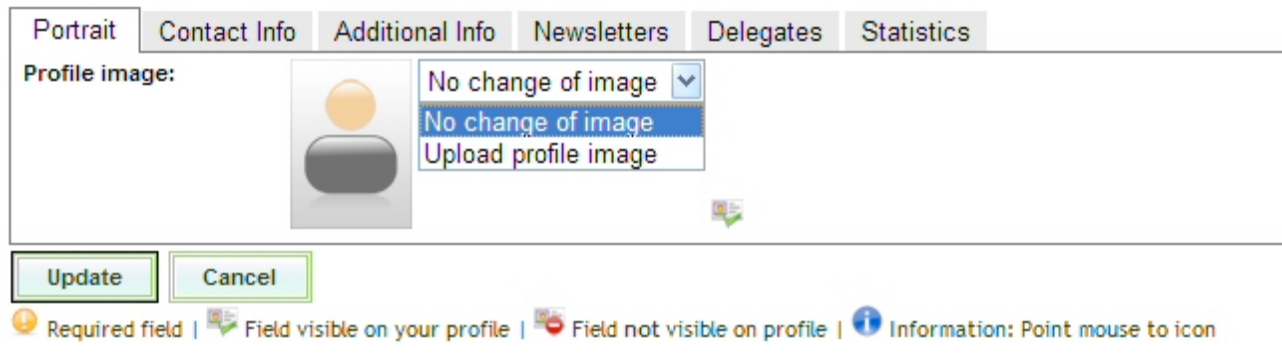


Adding/Changing Your Club Logo.

To change the image to your club logo, and these are the only images we want here. We are not look for images of members, just club logos.

Click on the down arrow to the right of No Change of Image and from the drop down menu select Upload profile image.



The screenshot shows the 'EDIT YOUR DETAILS' form with tabs for Portrait, Contact Info, Additional Info, Newsletters, Delegates, and Statistics. The 'Profile image' field has a dropdown menu open with options: 'No change of image', 'No change of image', and 'Upload profile image'. Below the form are 'Update' and 'Cancel' buttons. At the bottom, there are status indicators: 'Required field', 'Field visible on your profile', 'Field not visible on profile', and 'Information: Point mouse to icon'.

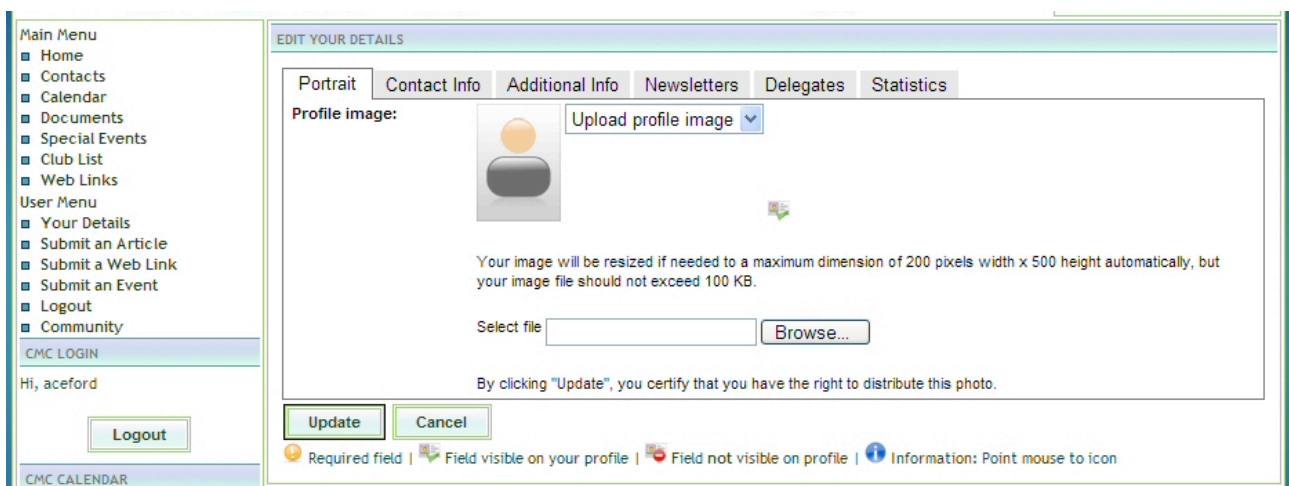
Before uploading a logo you **MUST** ensure that it is less than 100Kb in size and I would recommend it be a GIF file in preference to a JPG. Either are suitable, GIFs are better.

Your image **MUST** also be **LESS** than 200 pixels wide and 500 pixels high.

If you are unsure about this process e-mail a copy of your logo to the Web Master.

To upload the image, first click on Browse. Then locate the desired file on your computer. Once you have located the file simply double click on the file.

Next click on the Update button and wait for the image to be uploaded.



The screenshot shows the 'EDIT YOUR DETAILS' form with tabs for Portrait, Contact Info, Additional Info, Newsletters, Delegates, and Statistics. The 'Profile image' field has a dropdown menu open with the option 'Upload profile image'. Below the form is a 'Browse...' button. A message states: 'Your image will be resized if needed to a maximum dimension of 200 pixels width x 500 height automatically, but your image file should not exceed 100 KB.' Below this is a 'Select file' input field and a 'Browse...' button. At the bottom, there are 'Update' and 'Cancel' buttons. At the very bottom, there are status indicators: 'Required field', 'Field visible on your profile', 'Field not visible on profile', and 'Information: Point mouse to icon'. On the left side, there is a 'Main Menu' sidebar with links like Home, Contacts, Calendar, Documents, Special Events, Club List, Web Links, User Menu, Your Details, Submit an Article, Submit a Web Link, Submit an Event, Logout, and Community. Below that is 'CMC LOGIN' with a 'Logout' button and 'Hi, aceford'. At the bottom left is 'CMC CALENDAR'.