Instructions for Resizing and Uploading Pictures

If your picture is not more than 100x120 Pixels you do not need to resize the picture.

Just follow the instructions on page 3.

How to resize and upload photos for use on player/administrator passes in the ADG system

First go to the internet address below:
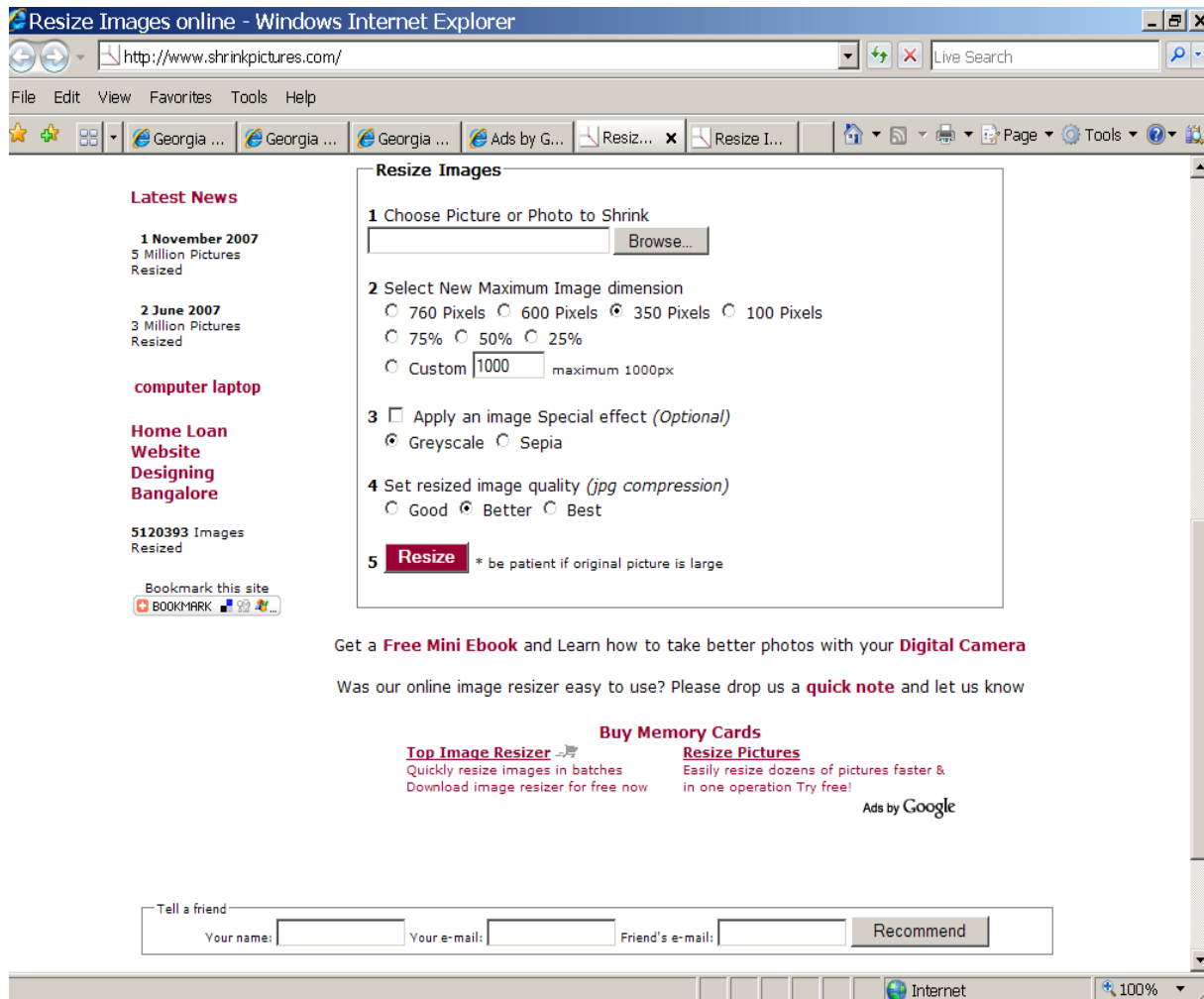
http://www.shrinkpictures.com/

In the "Resize Images" box, click on the "Browse" button in #1 and select the photo to resize.

For #2, click in the "100 Pixels" dot.

Use the default settings for #3 and #4.

Then click the "Resize" button (#5).

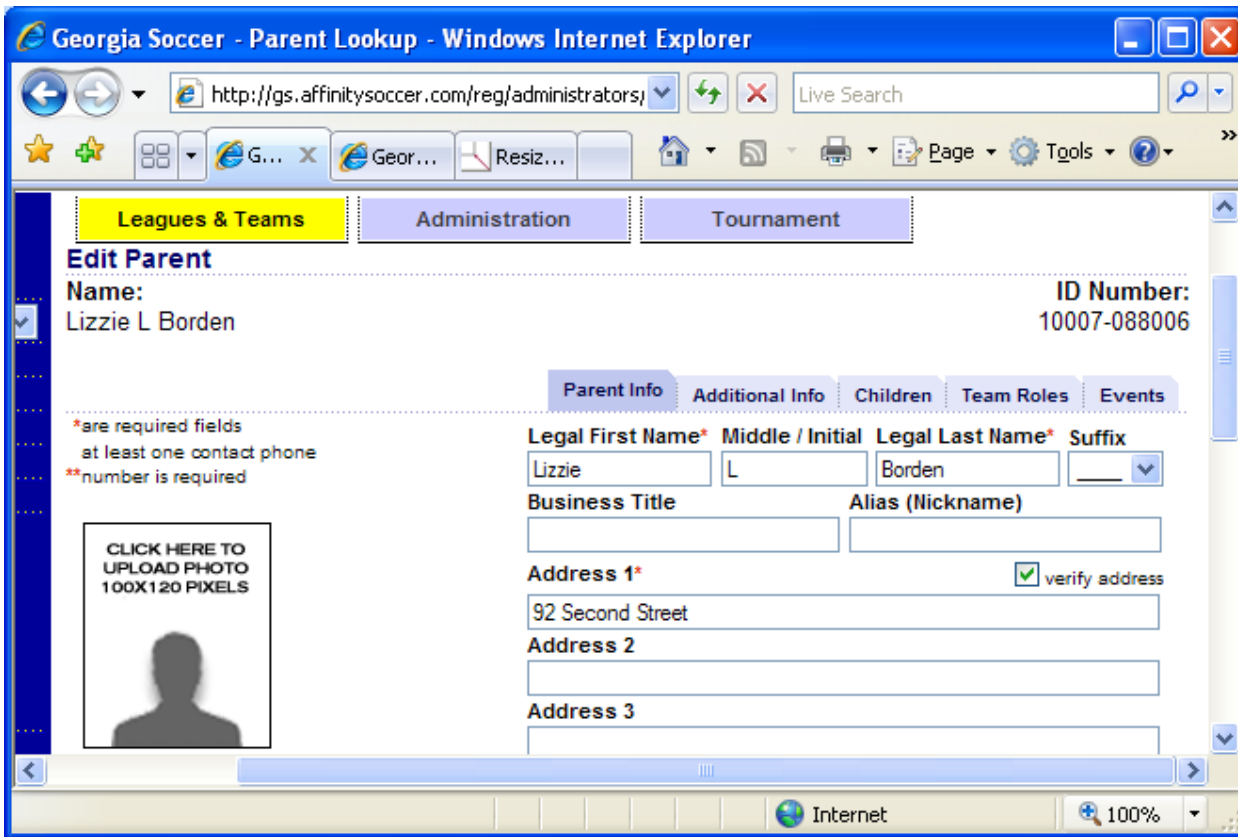**After picture has been resized, click on "Download this picture Now".**

Then click on "Save" to save the resized picture to your computer.

To Upload Sized/Saved Photos to the ADG System

On the Information page for the appropriate Player, Administrator, or Parent, click in the box that says "Click Here to Upload Photo."

This box will appear:
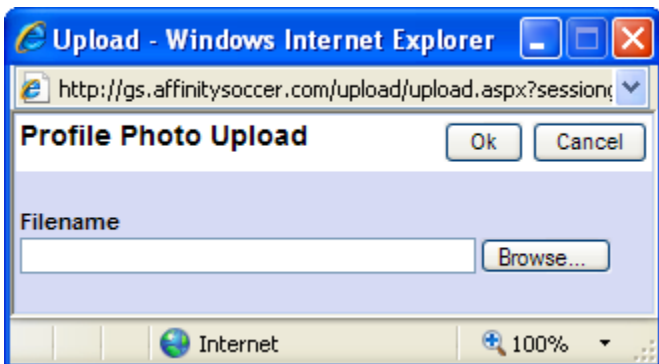
Click on the Browse button, locate the sized photo you saved, then click OK. The photo will upload to the page; scroll down and click Update to save it.

The photo will print in black and white on the front of the player's or administrator's pass.