Picassa Web Albums

Picasa Web Albums is designed to help users post and share their photos quickly and easily on the Web. There is no experience needed with website hosting or web design, it's already ready to go! With Picassa Web Albums you can create your own picture gallery within minutes.

A. Simple Steps to Create Your Own Picassa Web Album

1. First you must have a Google Account. You can use an existing one, or create a new one by visiting: https://www.google.com/accounts/NewAccount and follow the instructions listed. (Note: This is not a GMAIL account)
2. Once you have created your Google Account, visit http://picasaweb.google.com to begin creating your Picassa Web Album (PWA).
3. Now that you are in Picassa Web Album, you are now ready to upload pictures and videos from a PC, Mac, or even your mobile phone:
   a. Select the upload pictures button
   b. Choose which uploader you prefer; this depends on whether you use Internet Explorer, or Mozilla Firrfox.
   c. Select the pictures you would like to share on your PWA by clicking the browse button, and selecting the pictures or folders you want displayed.
   d. Once selected, and click upload again.
   e. When finished uploading, you are now read to add captions, dates, tags, etc. to help you organize.
4. Once pictures are labeled, they can be moved around into different folders. You can even choose the photo from each folder you wish to display to represent that folder. For example, if you have a folder labeled "Wildlife", you could have a picture of a bear on the top of the folder for easy recognition of wildlife photos.

B. Folder Categories

For a Wildlife Habitat Council Program, the following folders are recommended to show off your projects, best photos, and other aspects relating to your WHC certification or wildlife team. Please note, this is a suggested way to organize your folders. Your Picasa Online Album will organize the folders based on either upload date or the album creation date.

1. **"Site Name" Overview-** Here you can have pictures of the site, that do not fit well into other specific folders, and are generally representative of the overall site. Pictures of the entrance to the site, landscape pictures and finished projects can all be placed here.

2. **Wildlife-** Every wildlife habitat program should have a main folder with pictures and videos of the animals and insects found on site. Examples of wildlife include:
   a. Mammals
   b. Birds
   c. Reptiles & Amphibians
   d. Insects & Bugs
   e. Fish

3. **Plants**- A site should also keep an ongoing inventory of the plants, or flora, found in the wildlife area. This is a good "go-to" reference for team members who find a plant that may have already been identified on site. New plants found can be identified and added to the growing library of photos. With plants, it's a good idea to have a picture of the seed, leaf, and bark when applicable. Also, noting whether it is native or invasive can also be important. Some examples of plants include:
   a. Trees
   b. Shrubs
   c. Herbaceous Plants
   d. Ferns
   e. Grasses
   f. Mosses and Lichens

4. **Projects-** Every wildlife program is based on a successful project. A picture is worth a thousand words! A good way to document a project is by taking photos of it throughout the process from beginning to end. A single "Project" folder can be created or have individual projects as main folders.

5. **Community-** Pictures of community engagement on site whether working on projects, or just enjoying the site leisurely.

6. **Events-** Photos of planned events on site, celebrations, and CLL learning projects can all be placed in this main folder. However, if many events are held, it may be a good idea to label them individually.

7. **Wildlife Team-** A WHC Certification would not be complete without a Wildlife Team. This is a great way to give them further recognition, and increase participation efforts.

8. **Pre-WHC-** If available, add photos of the site before becoming involved with WHC programs. This will give those who view the photos more of an appreciation for what your site has done, improving relations overall, and maybe even increasing community participation or other public recognition.

9. **Miscellaneous-** Place photos in these categories that do not fit in other folders.