



## Navica Revolution Update - Multi-Select Photo Uploader

The Multi-Select Photo Uploader enhancements will occur on **November 19<sup>th</sup>, 2013**.

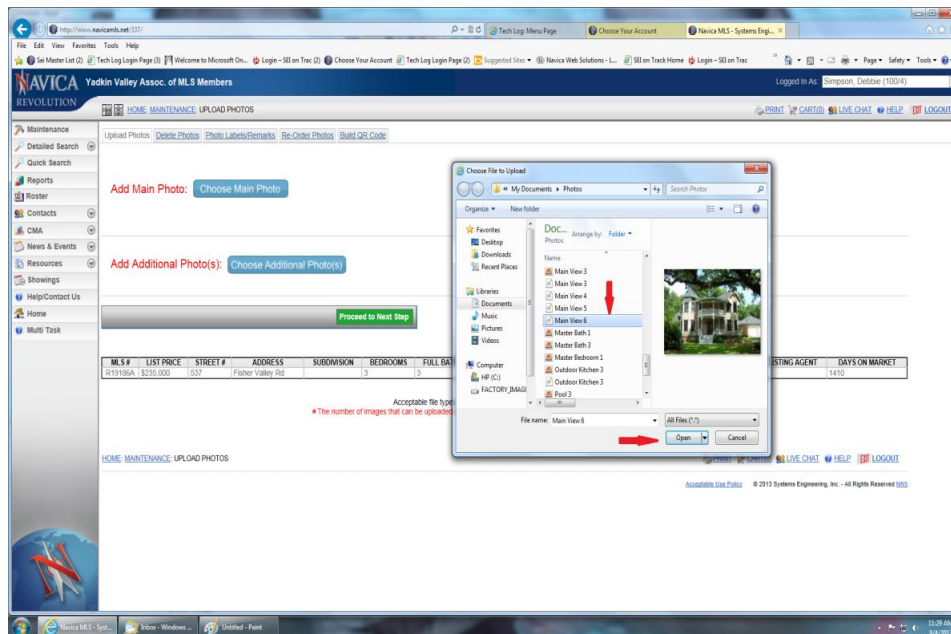
### Enhancements include:

- **Multi-select photos\*\***
- **Drag and drop** multiple photos from your photos folder\*\*
- **Express upload utility** handles larger images thereby allowing greater numbers of simultaneous photos uploaded
- **Auto rotate** digital images

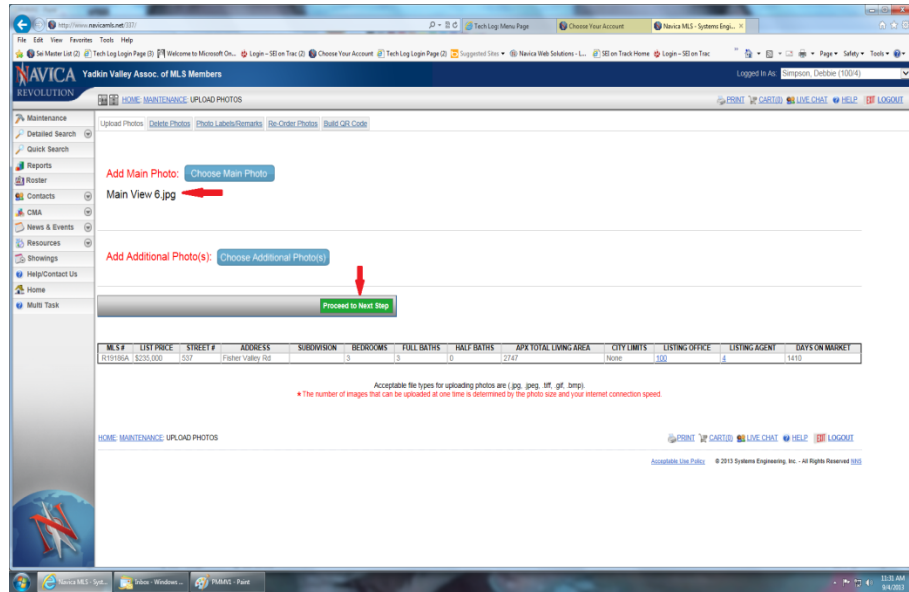
\*\*Multi Select and Drag and drop are functions that may or may not be inherent in the Browser. The following browsers support this functionality: Internet Explorer 11, Firefox, Chrome and Safari. Any other browser will not allow the Multi Select and Drag and drop functionality.

### Proceed to Photo Maintenance - Uploading the Main Photo:

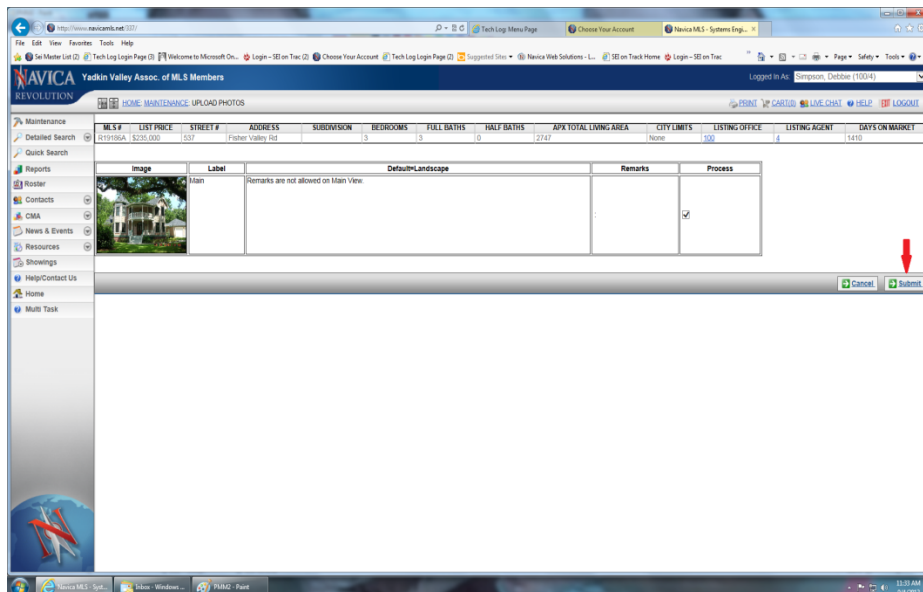
- Select **Choose Main Photo**.
- This will open your **File Upload** window. Locate the file you wish to upload.
- You may either **Highlight the Photo** and click **Open** or you may **Double Click** on the **Photo** you wish to upload.



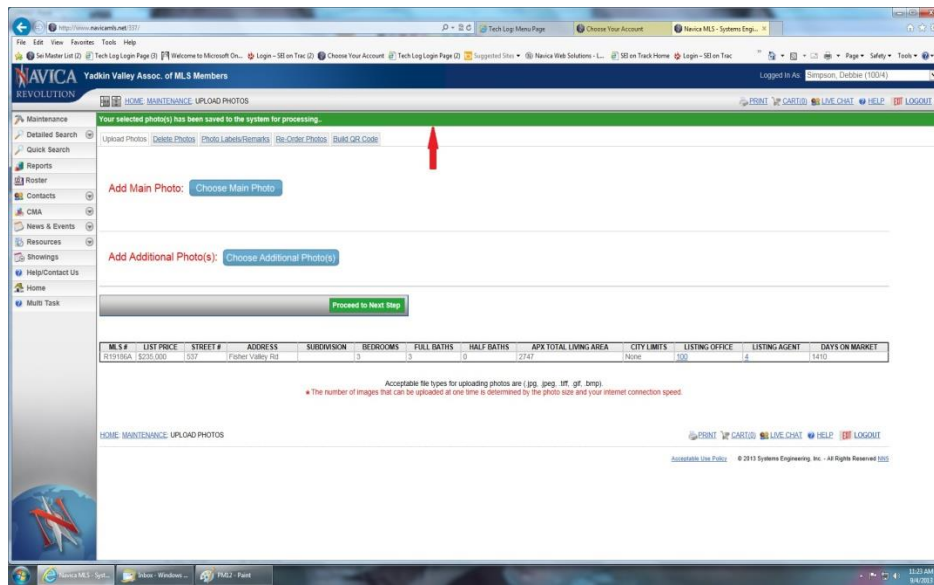
- This will take you back to the **Photo Upload Screen**. You will see the name **Main View** underneath **Add Main Photo**.
- Click **Proceed to Next Step**.



- Your photo will be displayed. If it is correct, click **Submit**.



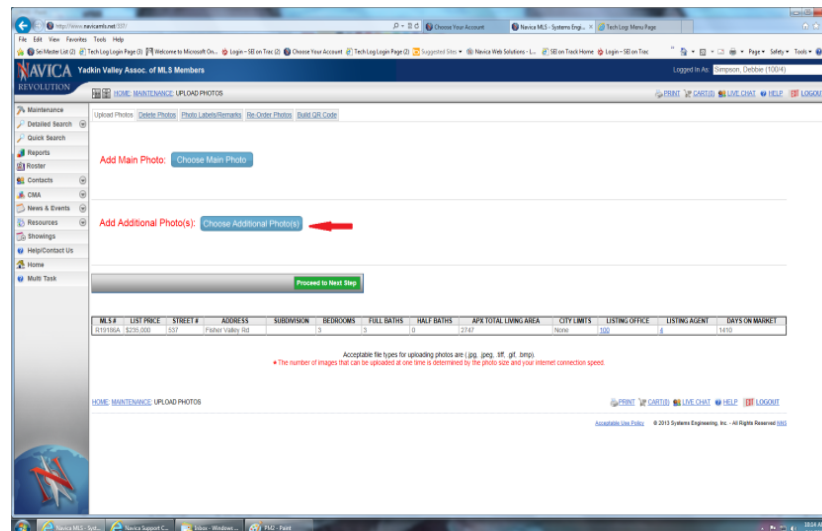
- A verification message will appear: **Your Selected Photo(s) Have Been Saved To The System For Processing.**



### Uploading Additional Photos:

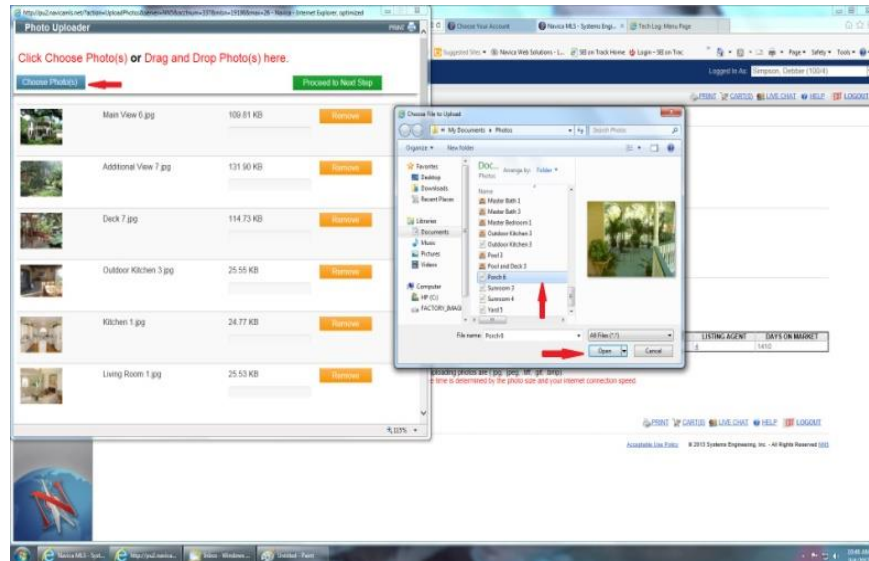
There are two way to add additional photos. You can browse to add multiple photos in a group or you can open your photos folder, select a group of photos and drag and drop them to the uploader window. The following steps will describe each option.

- On the **Photo Maintenance Screen**, **Add Additional Photos** select **Choose Additional Photos**.

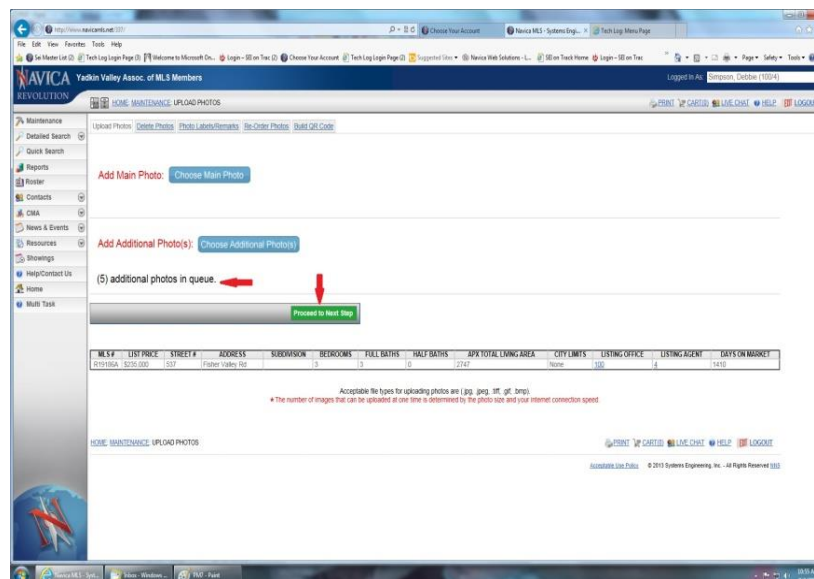


## To browse for additional photos:

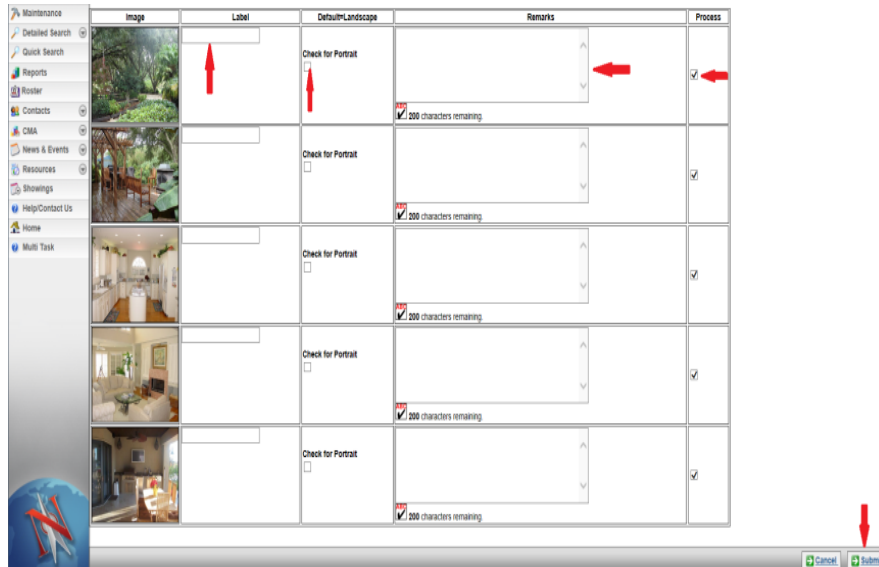
- Select **Choose Photos** then your **File Upload Box** will open. You may either double click on the photo name or you may highlight a group of photo files and click **Open**.



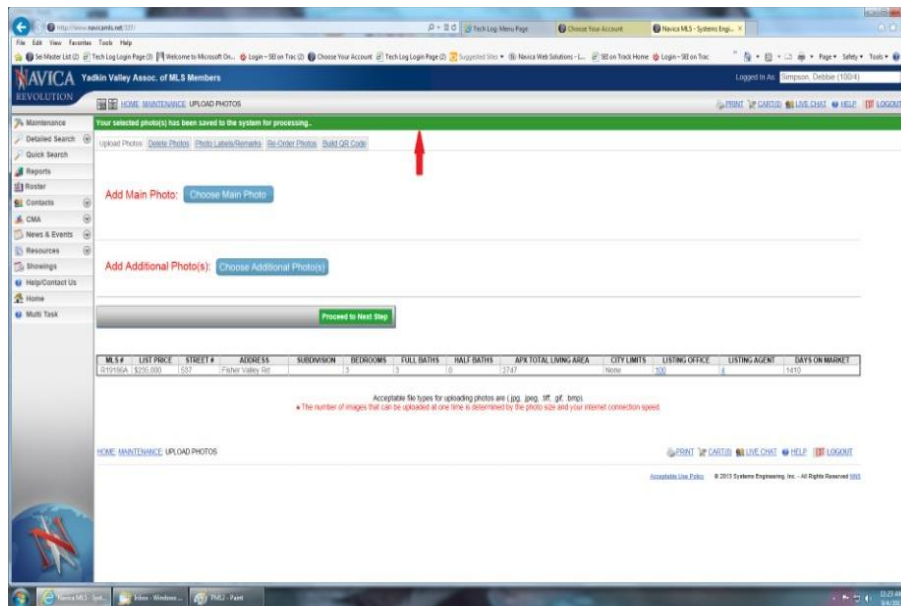
- You will now see the photos you have selected in the photo uploader window. If you have selected a photo in error, you have the option to **Remove** the image before proceeding to the next step.
- Once photo selection is complete, select **Proceed to Next Step**.
- Back at the **Photo Upload Screen**. Denoted will be the number of additional photos you have in the queue.
- **Proceed to Next Step**.



- At this point you have the opportunity to **Label** your photo, select **Portrait** orientation, add **Photo Remarks** or **Remove** any photo selected in error.



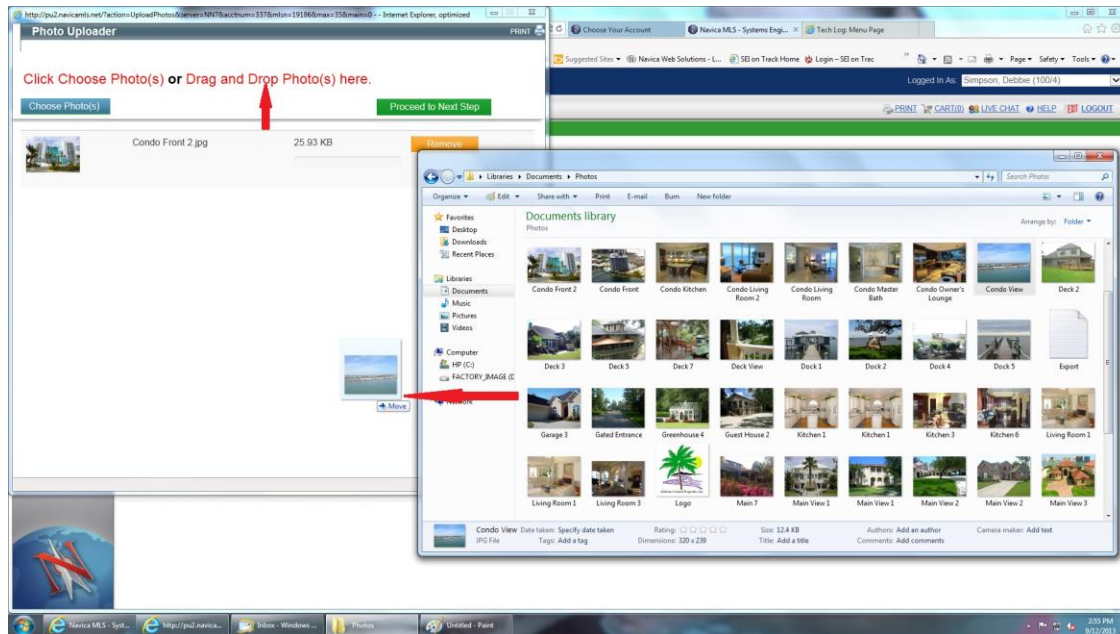
- To continue click **Submit**.



- The confirmation will be displayed - **Your Selected Photo(s) Have Been Saved To The System For Processing.**

### To use Drag and Drop follow these steps:

- Open the folder/directory on your computer that contains the photos you wish to drag and drop files from.
- Select a single photo or a group of photos then drag them from that folder/directory to the photo uploader box.



- You will now see the photos you have selected in the photo uploader window. If you have selected a photo in error, you have the option to **Remove** the image before proceeding to the next step.
- Once photo selection is complete, select **Proceed to Next Step**.
- Back at the **Photo Upload Screen**. Denoted will be the number of additional photos you have in the queue.
- **Proceed to Next Step**.
- At this point you have the opportunity to **Label** your photo, select **Portrait** orientation, add **Photo Remarks** or **Remove** any photo selected in error.
- To continue click **Submit**.
- The confirmation will be displayed - **Your Selected Photo(s) Have Been Saved To The System For Processing**.

If you should have questions about this enhancement, please contact SEI Customer Support for assistance via Support@NavicaMLS.net, live chat or toll free at 1-800-367-8756.