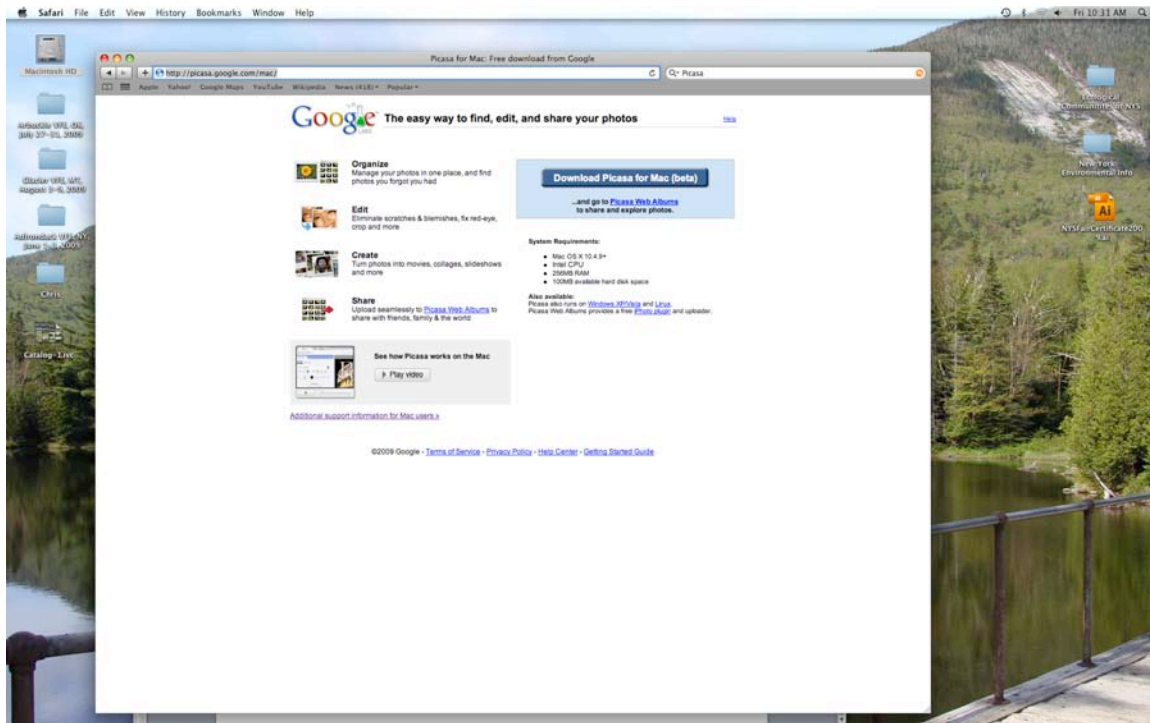
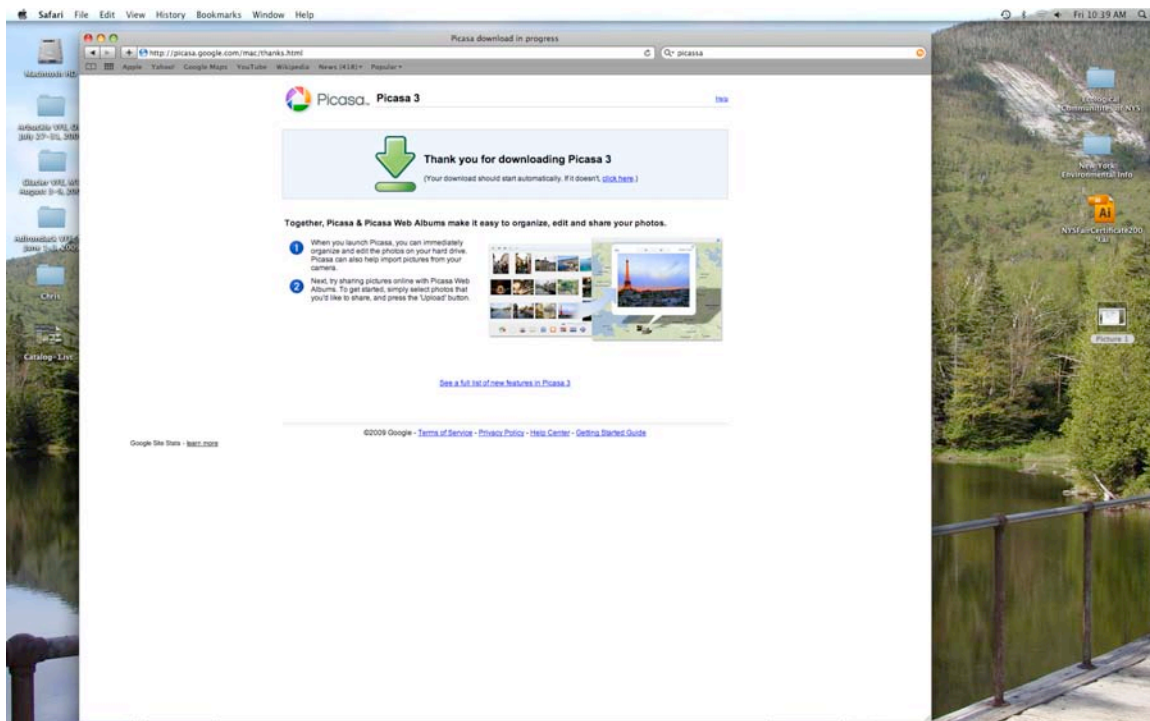


Picasa for Mac Users

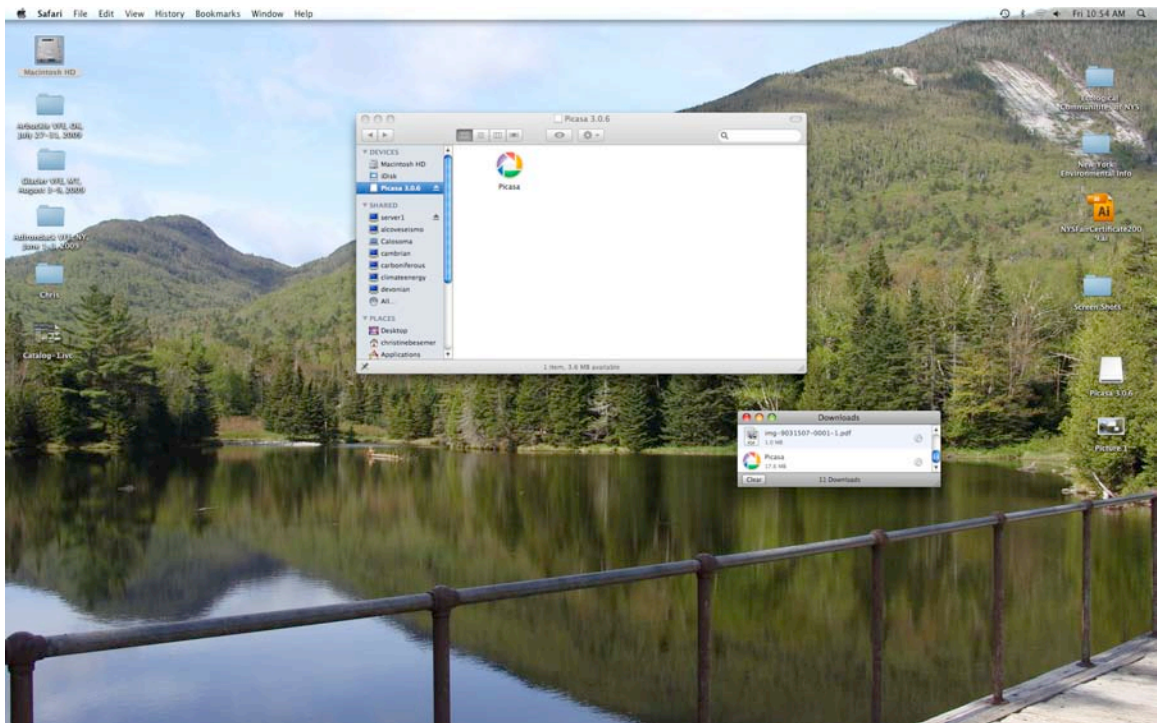
1. Go to <http://picasa.google.com/mac/>. Click “Download Picasa for Mac (Beta)” to download Picasa.



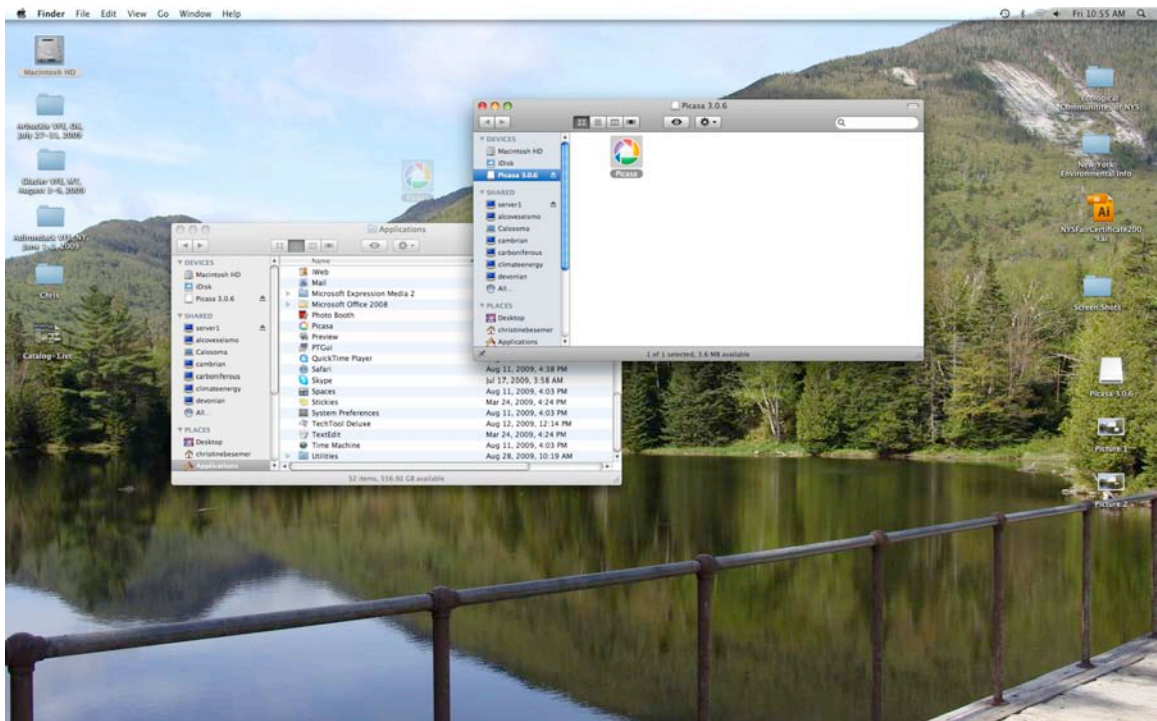
2. You will see this screen:



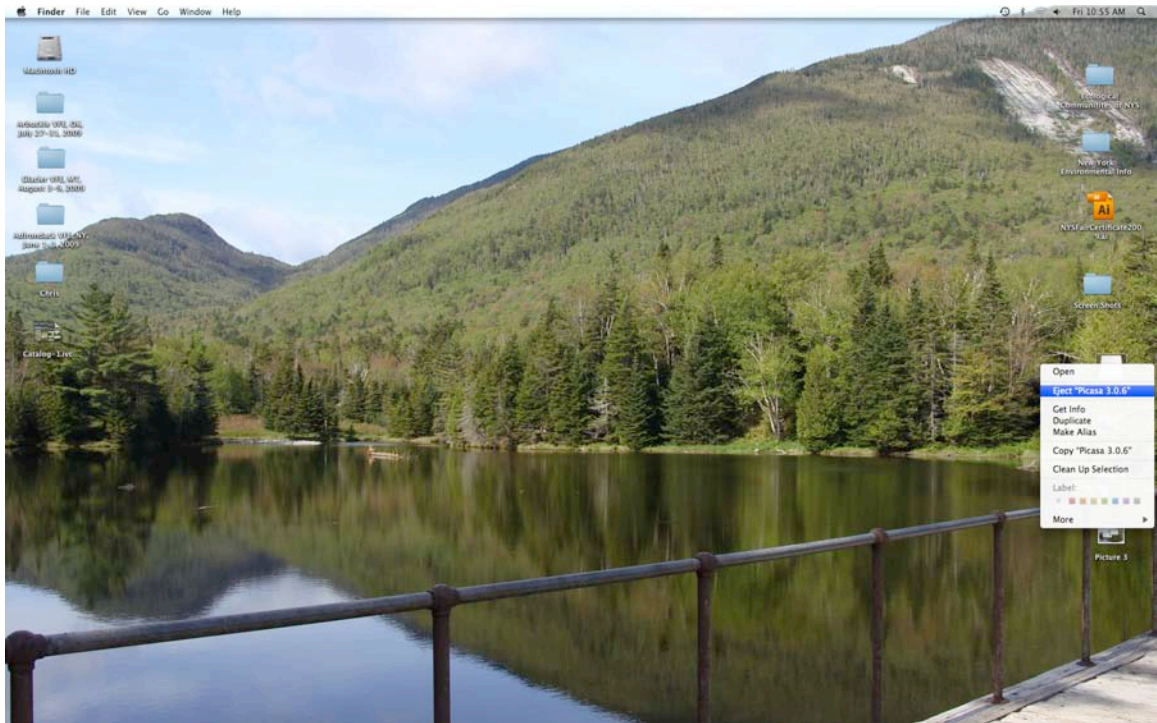
- You will see that Picasa has been downloaded in “Downloads” and a “Picasa 3.0.6” icon will appear on your desktop.



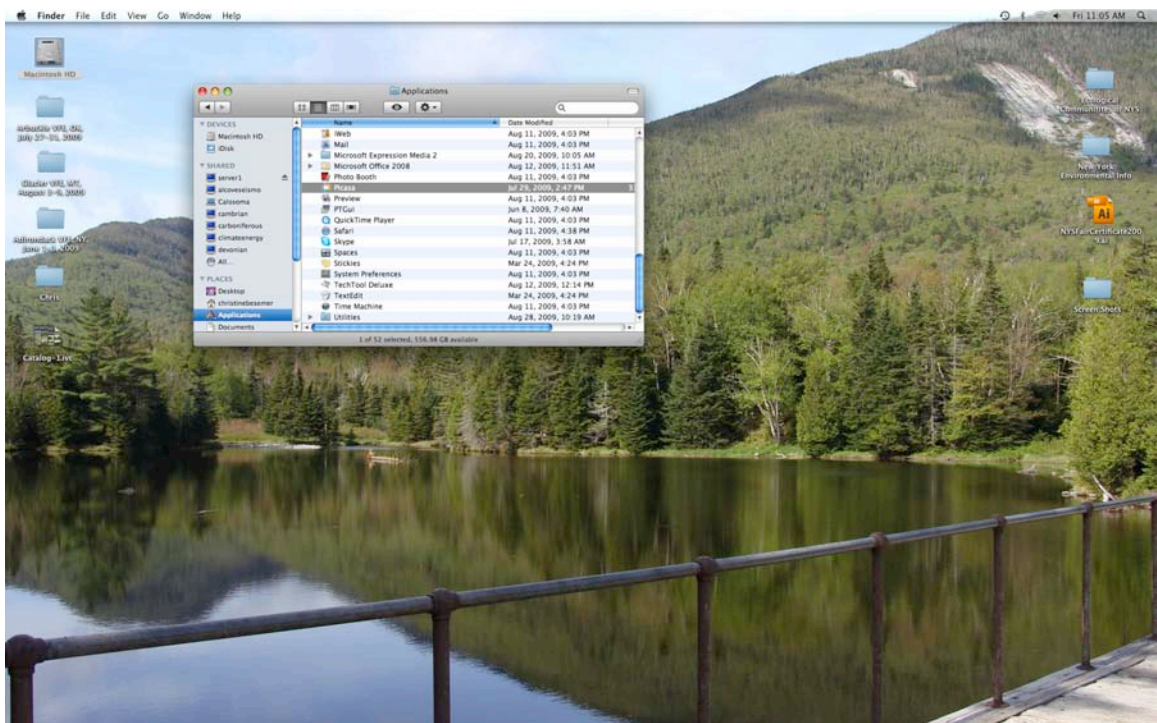
- Drag and drop the “Picasa” icon from the “Picasa 3.0.6” window into the folder you choose to keep it in. It may be easiest to house it in the “Application” folder in the hard drive.



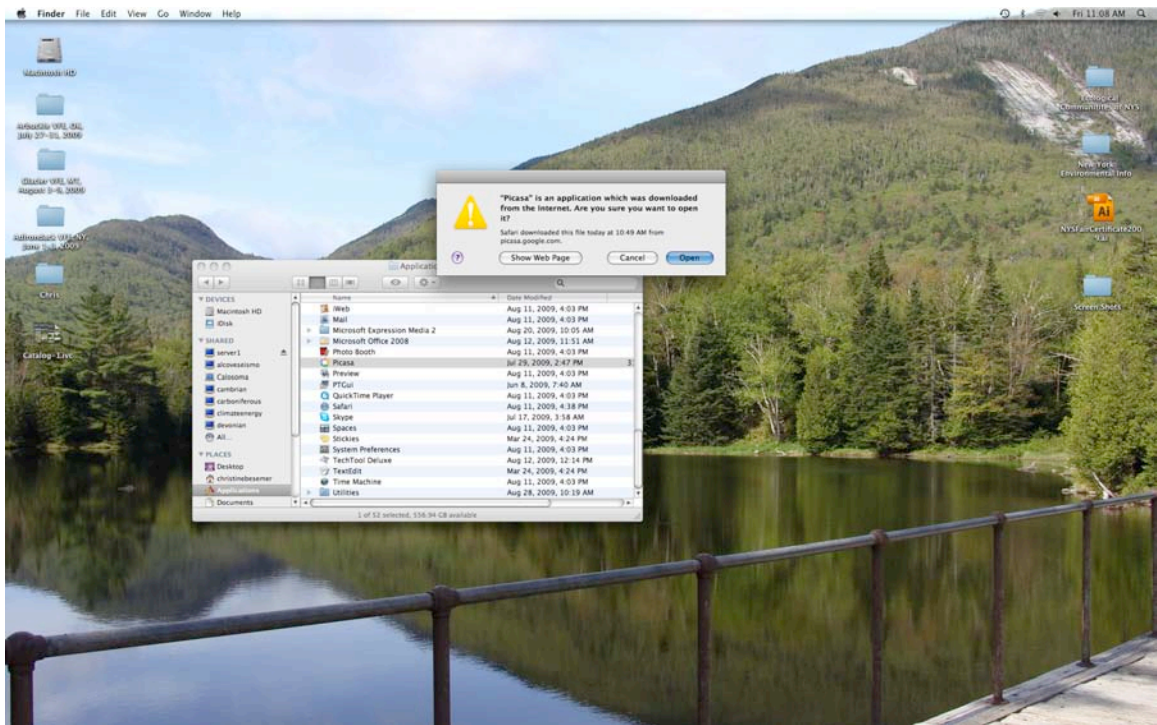
- Right click on the “Picasa 3.0.6” icon on your desktop. Choose “Eject Picasa 3.0.6” to eliminate the icon from your desktop. Because you have already moved Picasa to the Application folder you no longer need this icon on the desktop.



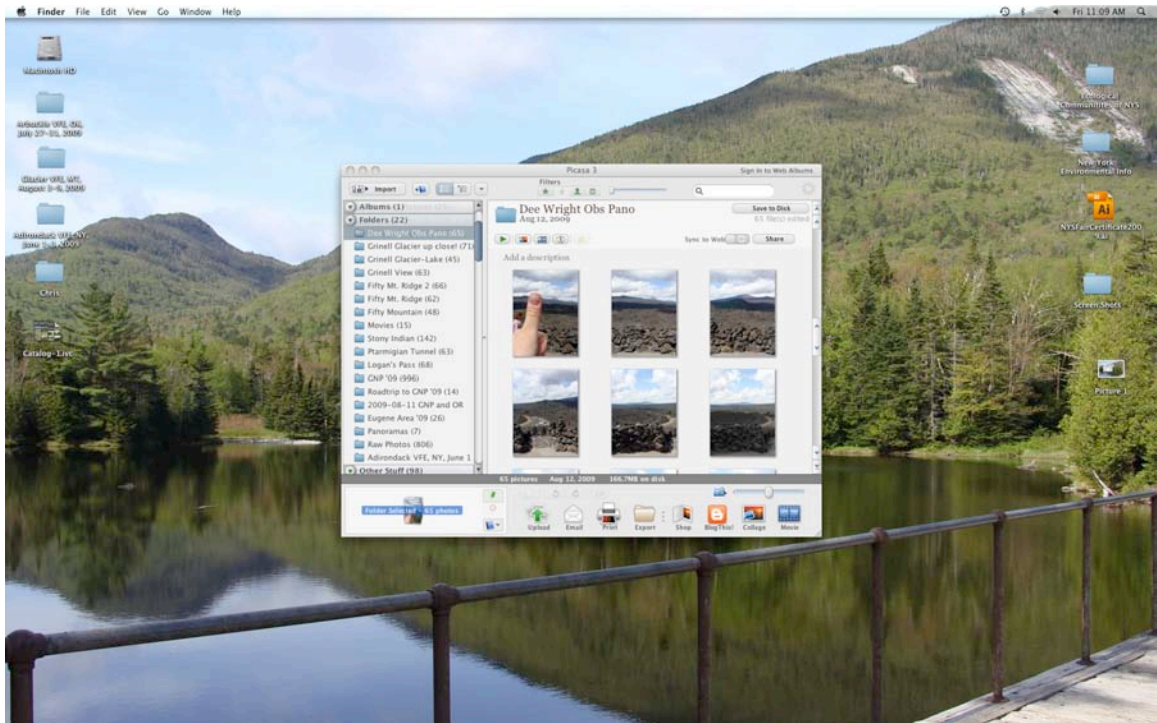
- Open Picasa from the “Applications” folder.



7. A screen asking if you would like to open the application that has been downloaded from the web will appear. Click "Open" to open Picasa.

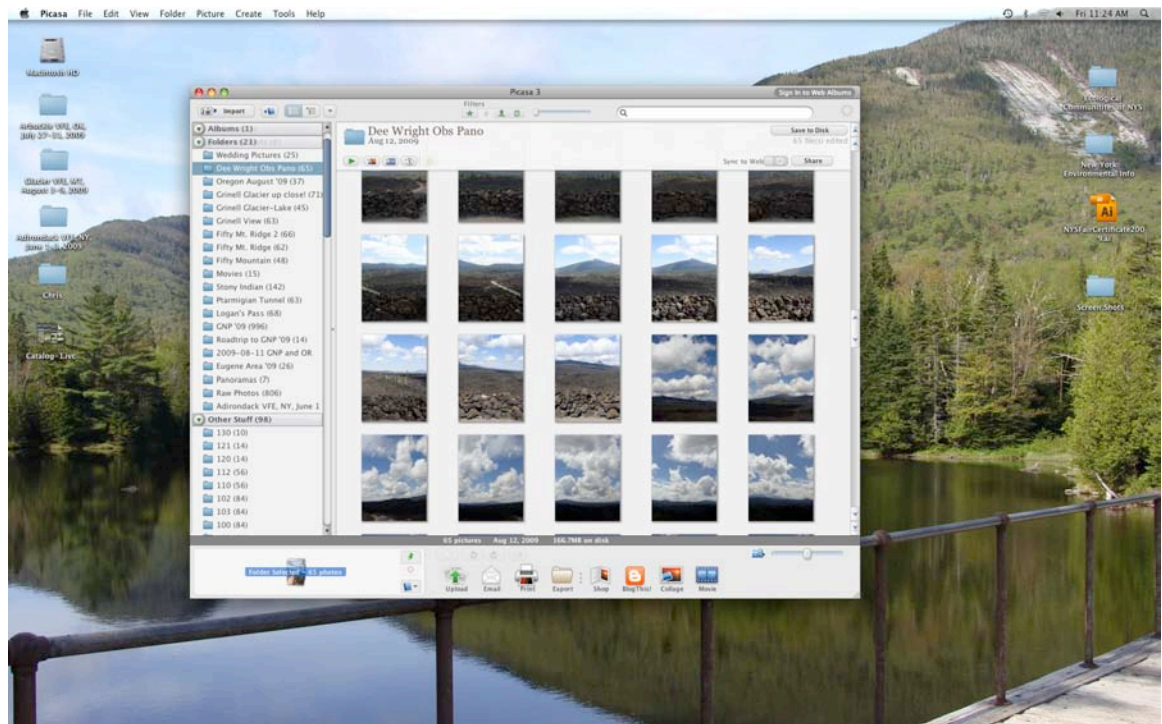


- Picasa will open and automatically begin searching for pictures on your computer. It will upload pictures into itself. Picasa will search for any photos it can find on your computer's hard drive. Note: Pictures will not be moved from their original location, just copied into Picasa. It will undertake this process each time Picasa is opened so it will always be up to date with your most recent pictures. It will automatically organize pictures for you based on the year taken and the folders they are organized in on your computer.

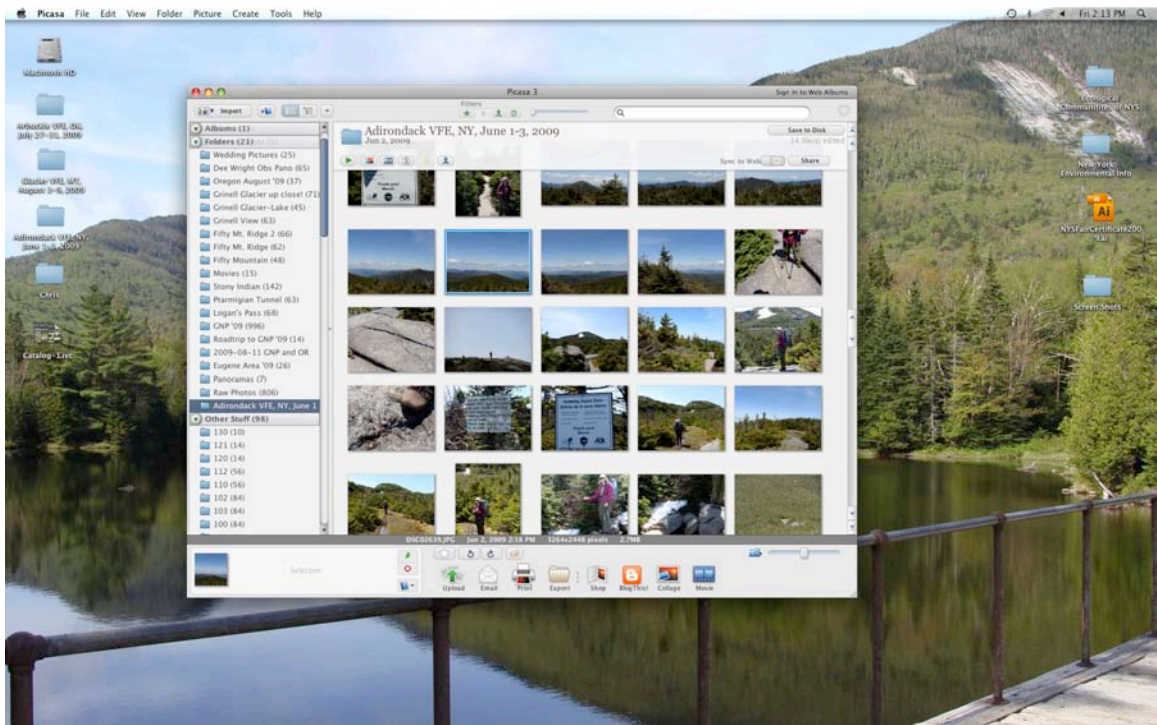


Picasa Web Albums for Mac Users

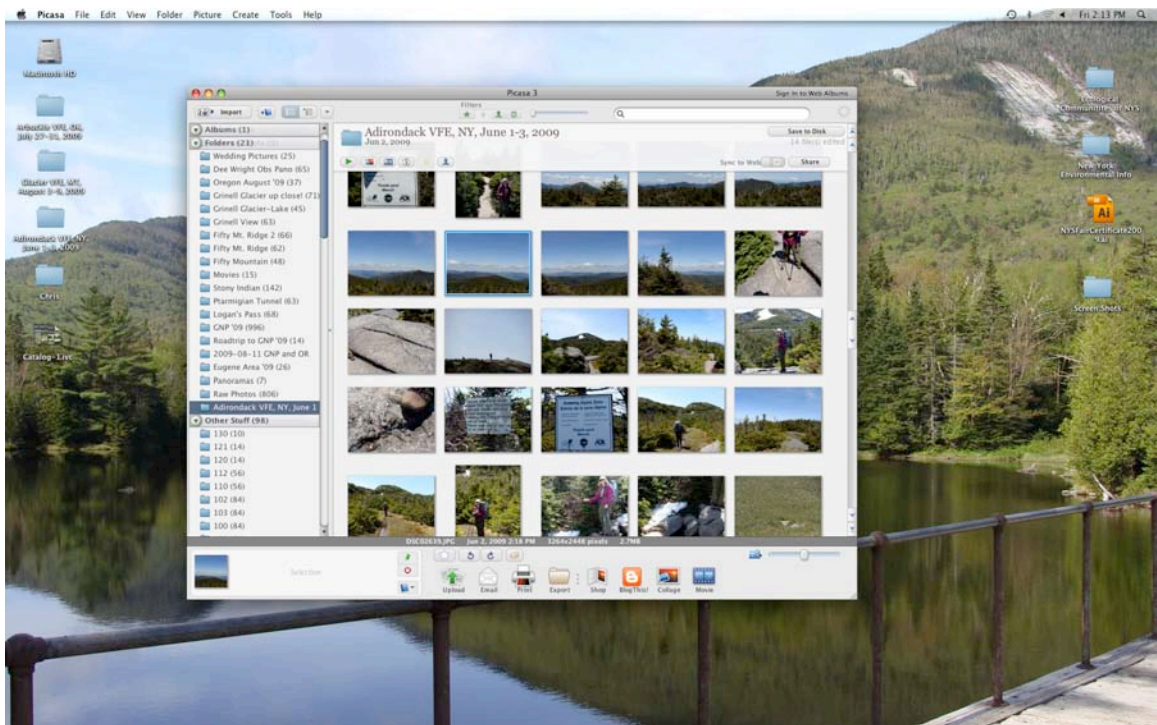
1. Picasa Web Albums is already available for use when Picasa is downloaded. “Sign into Web Albums” button can be found in the top right corner of the Picasa window. You must have a Google account in order to sign in (gmail or anything Google related). If you do not have one you will have to create one. Once you have signed in to Picasa Web Albums you will be able to upload pictures to the online portion of Picasa, allowing you to work with them in Google Earth and share with other people via the web.



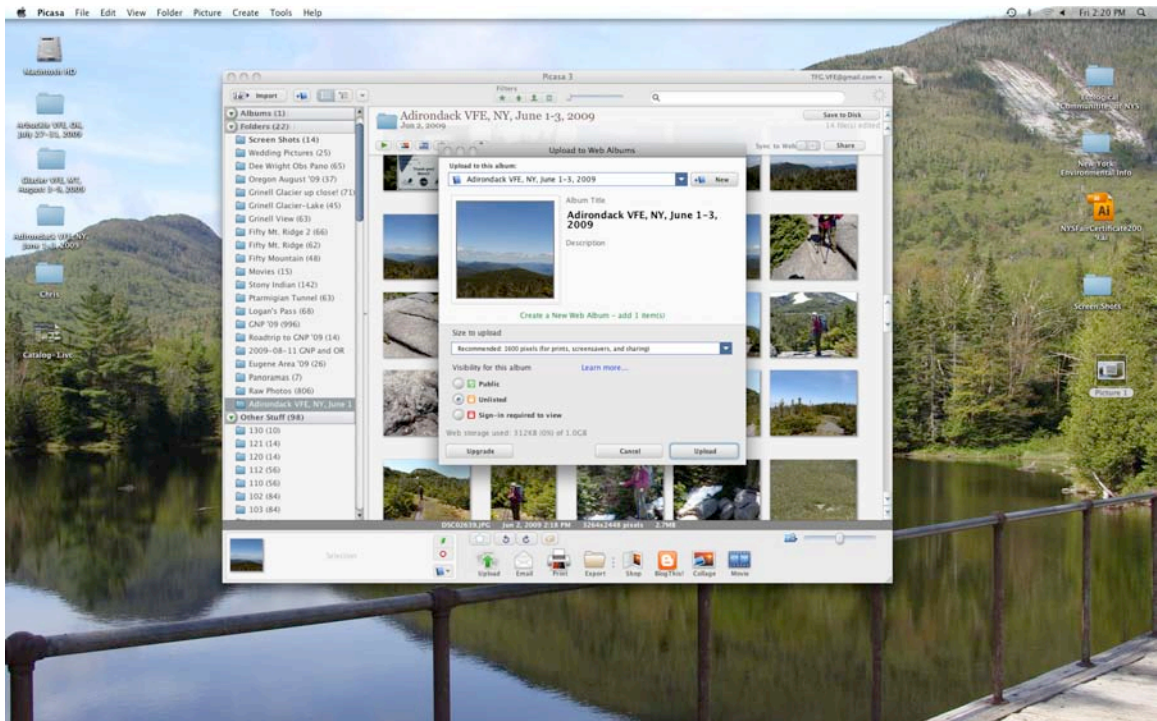
2. To upload a picture from Picasa on your computer to Picasa Web Albums choose the photo you would like to upload.



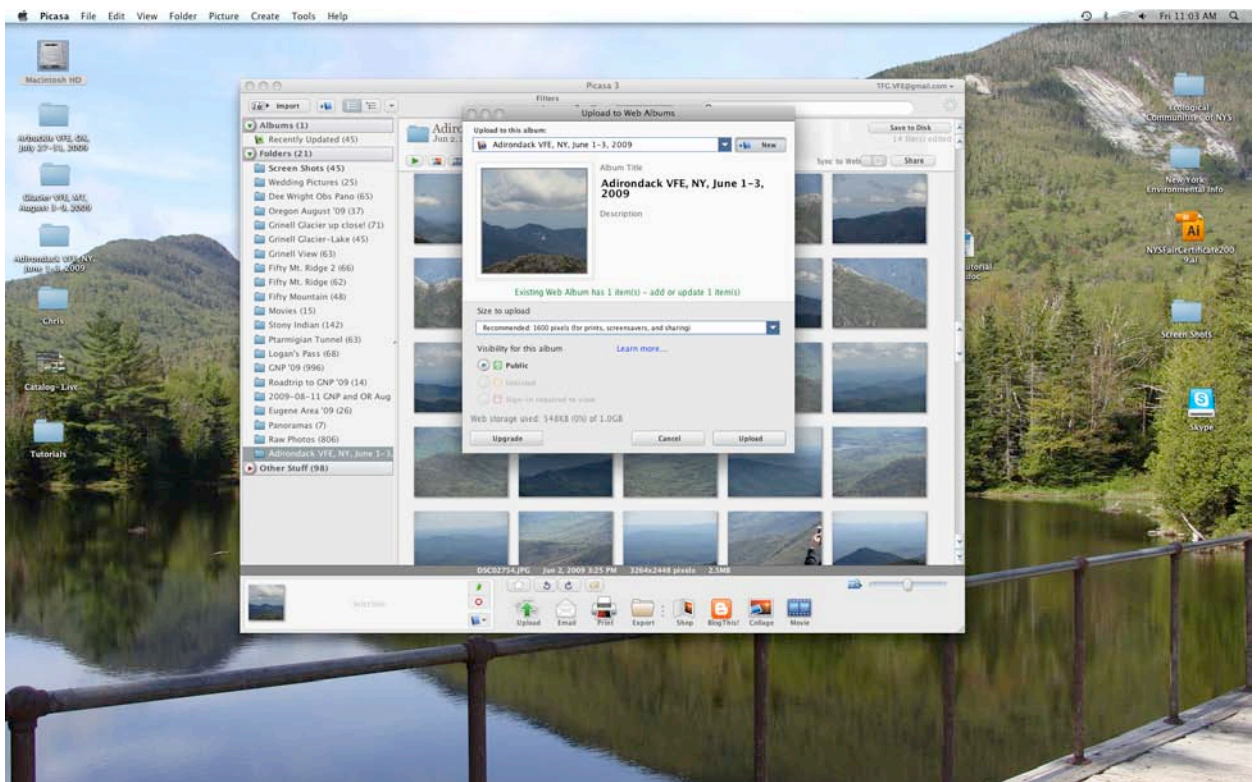
3. Click on "Upload" on the bottom of the screen.



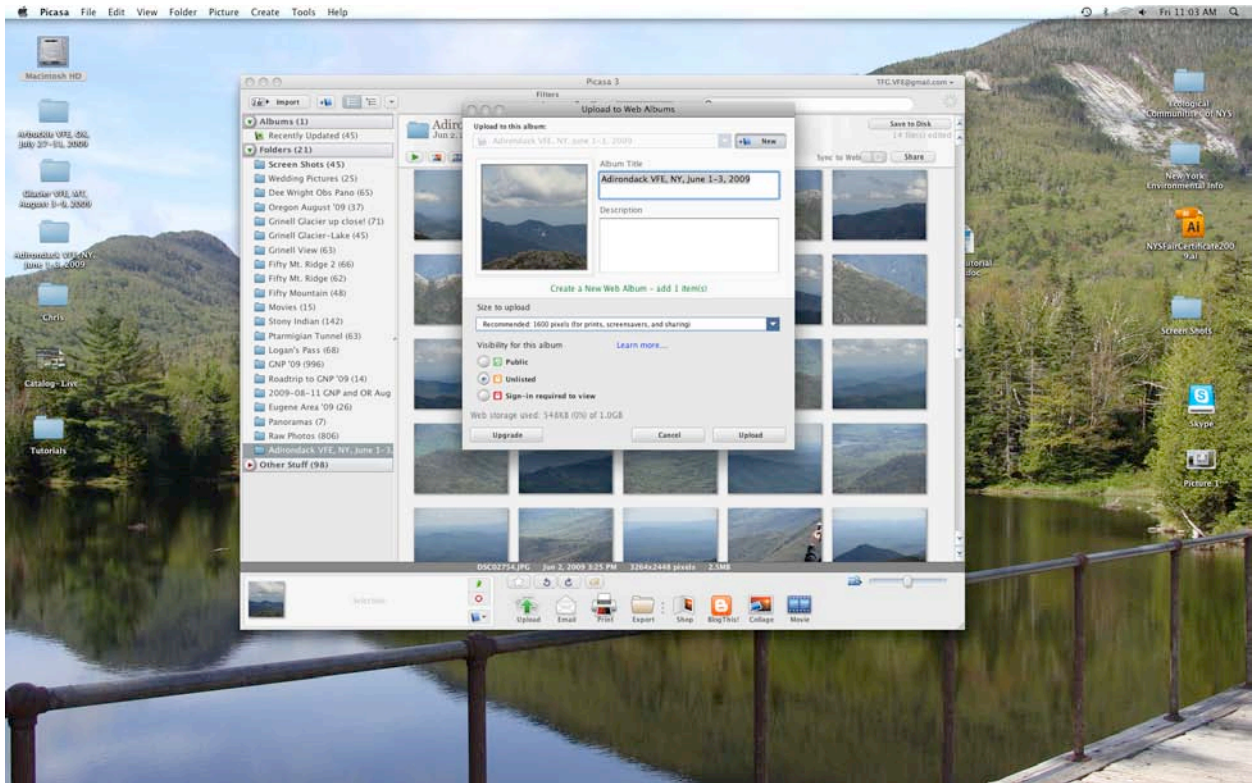
4. A box will open showing you options for uploading.



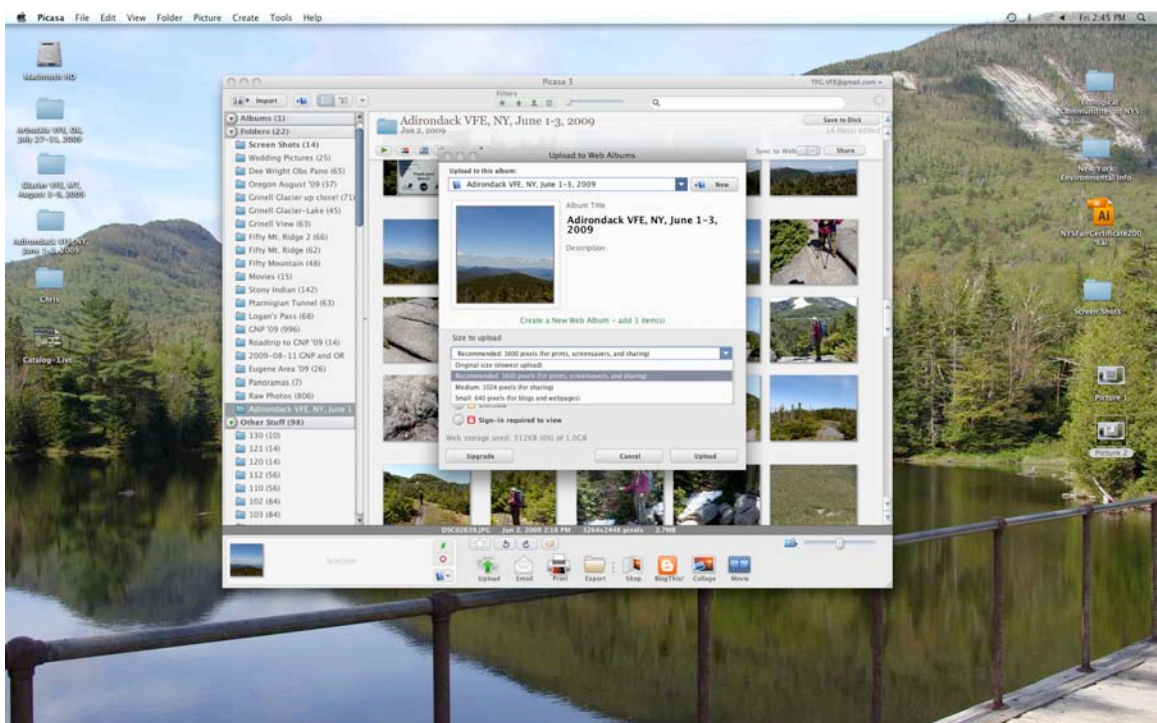
5. Choose the album to upload the photo to by selecting an existing album from the “Upload to this Album” drop menu. OR create a new album by clicking “New” to the right of the window.



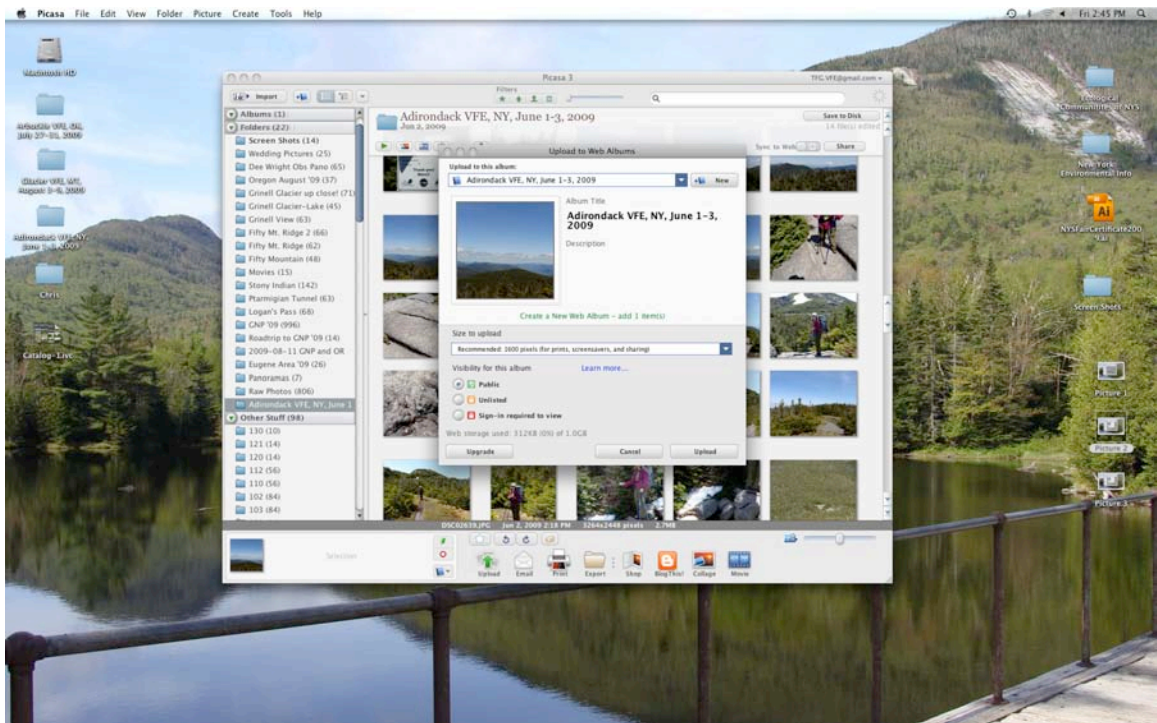
6. A window will open allowing you to “Name” and add a “Description” to the new album. Once you have added the details to the new album you continue to select the appropriate settings for your uploaded picture.



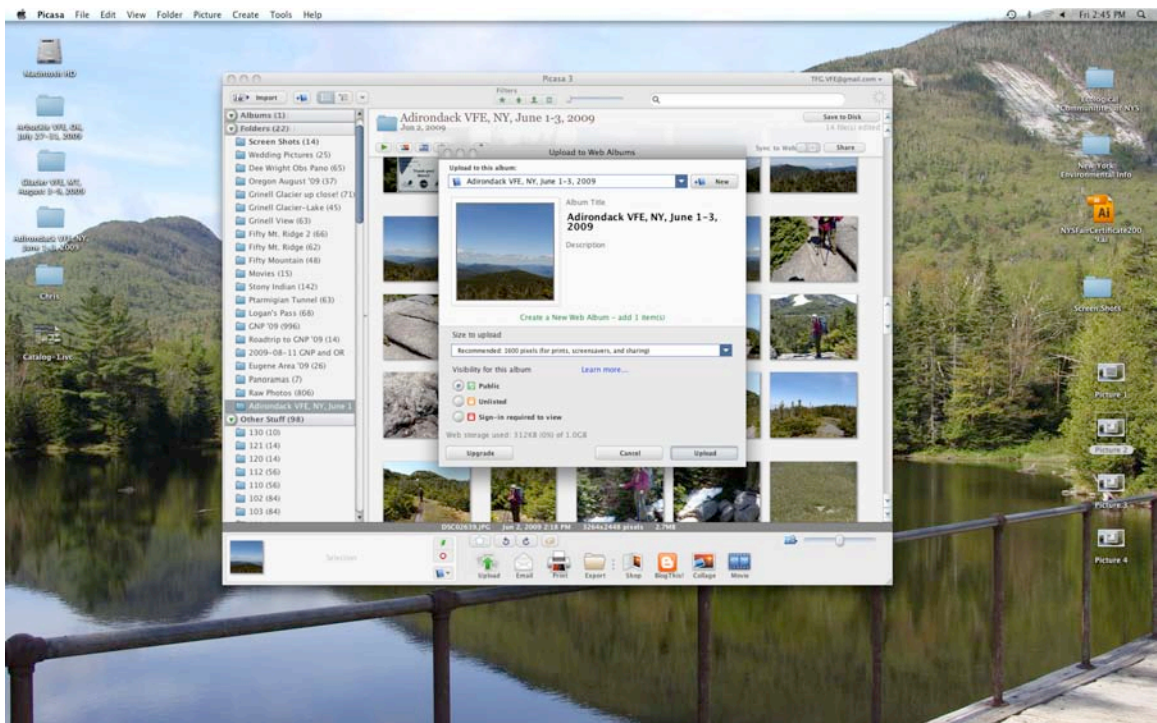
7. Select the size from the drop down menu that best suits your need and what you intend to do with the picture. This example selects the recommended size.



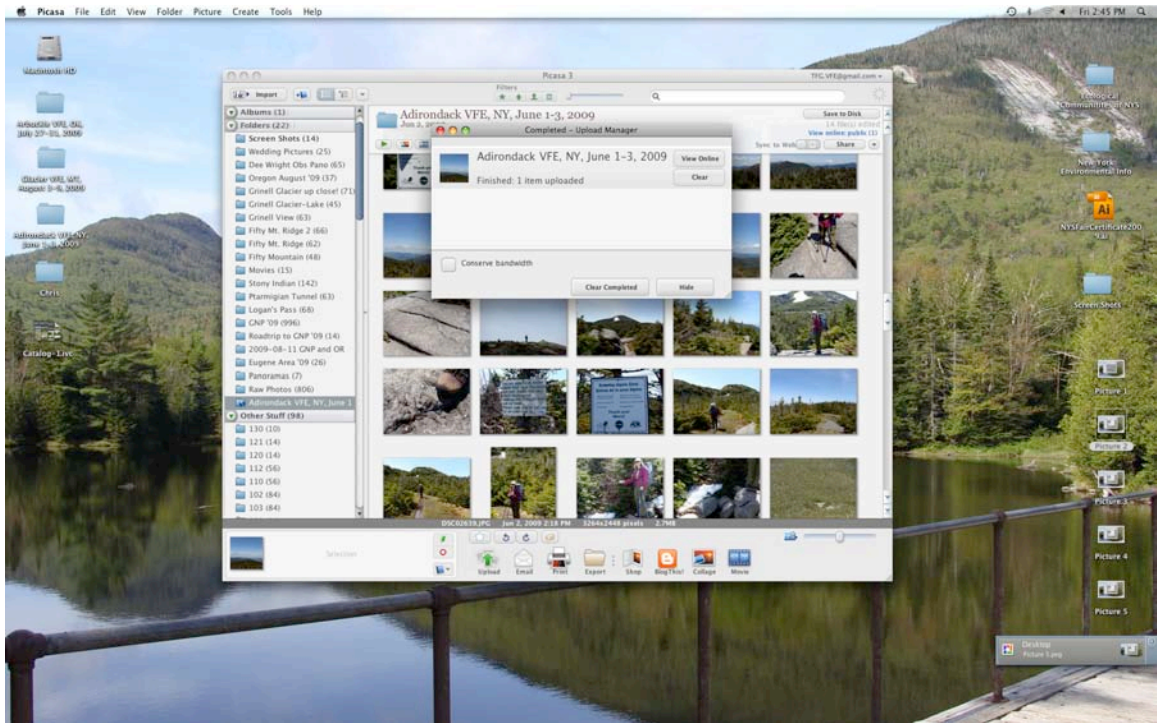
8. Select “Public” under “Visibility for this Album”. This will allow you to share with other people.



9. When you have made your selections click “Upload” at the bottom of the box.



10. A box will pop up to tell you that the upload is complete. From this box you can close out or view online. You also have the option to clear the completed uploads.



11. You have successfully uploaded a picture to Picasa Web Albums! To add more pictures repeat the steps above.