



## How to Create an Online Album using Picasa And Share it With Others

by Ross Hendry



Being able to share your photos with others is one of the benefits of modern digital photography. In this article I want to show how you may share one or more photos with who ever you choose to invite. Once you create a web album (or online album) you then send only a link to the person you wish to see them. There are many other benefits to having your photos online and easy to access.

### Creating a Web Album with Picasa.

First you will have to download and install Picasa from [www.picasa.google.com](http://www.picasa.google.com). If you do not already have one, you will also need to have a Google account. (This is a free service - not a subscription account. You will need your Google account ID, for example some.thing@gmail.com usually, and your password of course).

### Create the Album First

I like to create the album on my computer before I upload it, this lets me take photos from several different folders (if I need to), and have them in one place ready to upload to the web album. You should create your new album in a folder in the "My Pictures" folder. Call it something relevant and copy the photos you want to share into it. You can do this using the program that you are used to using - I use Windows Explorer to copy and paste the photos I want in the album to be published, but you may do this using Picasa or the software that came with your camera.

### Uploading the Album

Once it is done you can open Picasa. It will show the new folder in the left-hand column (under the folders heading), if not navigate to it within Picasa and highlight the folder.

Once you left click (highlight) the folder in the left hand column, the lower panel of the screen will display a green button with "Upload to Google Photos". Once you click this button you will be requested to "Sign in with your Google Account". Enter your Google account ID and Password and sign in. Once you have done so, the "Upload to Google Photos and Optionally Share.." dialogue box will be displayed. Here you will see a summary of what you are going to upload to the Web. At this point I do not try to share the album, simply upload it, but first some options:

1. Image Size for the upload  
I normally use the "Best for web sharing" Image Size option, this keeps the size smaller and does not detract from the on-screen image quality. If you want to allow the people you share with to print their own copies, change this to "Original Size". (Using the "Best for web sharing" option means that Google currently allows you unlimited photos storage).

When you have selected the correct option click the Green "Upload" button, Picasa will display another dialogue box, this time showing you the progress on the uploading of your photos in the album to your Google Photos free web space.

2. Captions and Descriptions – organising your album  
When the Upload is finished the dialogue box name changes to "Completed – Upload Manager". I now choose the "View Online" button, this will open the online album in your browser and show you your album. This is where you can add a description to the album, rearrange the photos and give each photo a unique caption.
3. Sharing  
Once you have tidied up your album and given the photos the captions you want you may share it with others.

There are several ways to share the album, I prefer to copy the link to the album and send each person I invite, a personal invitation via my normal email, I open a new email as normal, addressing it and giving it a relevant subject title, type my message and copy the link in the email, advising the recipient to click it to view the photos, to find the link - do this.

In the right-hand side/column of the screen, under the title "Share with" and "Post on:" headings, click "Link to this album" – the screen will show "Paste link in email or IM", under this will be the link, copy this and past it into an email to anyone you wish to have the link, they will then be able to view the album.



You can do many other things with your online album such as: send out an email each time it is updated, send an email to a group of recipients with the link, selectively permit recipients to add their photos to the album.

The web albums you create remain private, unless you allow others to view them. You can control who can add to or edit the album beside yourself, and if you are not worried about the quality, you may store an almost unlimited quantity of photos and selectively share one or all of them.

*Ross Hendry is the proprietor of Interface Consulting and Engineering, who has over 42 years experience in Communications, Computer Technology and Direct Marketing. (See advert below).*

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