

Appendix A

How to Add Your Trees



Step 1: Upload your photos

1. Go to <http://flickr.com>
2. Log in using this information:
 - a. Login: esl8@rocketmail.com
 - b. Password: -----
3. At the top of the page, click **Upload**.
 - a. Click **choose photos and videos**, and then upload them.
 - b. Name your photo with your names (for example, you might call it: Theo & Gabbie).
 - c. If you know the type of tree, include it in the description.
 - d. Save your photo to the **set** named "Trees of UC Berkeley."
4. Click on your photo until it is its largest. Then **right click** and select "Large".
5. Right click again, and copy the photo's location (URL). Save that information somewhere, as in a Word file. It will look something like this (http://farm7.static.flickr.com/6139/5931810390_44ac92ce65_b.jpg)

Step 2: Add it to the Google Map

I will email you a link to our Google Map, so it is easier, but the link is:

<http://maps.google.com/maps?msid=203145648572334103432.0004a7e64bcd53725422d&msa=0&ll=37.873075,-122.258823&spn=0.001613,0.002599&z=19>

1. Once you are at the map, click the **Edit** button at the top of the left column.
2. Locate on the Berkeley map the location of your tree.
3. Put a marker down by dragging the symbol that looks like this:  to the correct place.
4. Change the blue marker symbol to a tree symbol: Click on the blue symbol and you will see a menu of symbols. Find the tree and click on it.
5. In the **Title** box, write the name of your tree. If you don't know what type of tree it is, put something good there!
6. Now, click on the text that says **Rich Text**.
7. Add your photos by clicking on the photo symbol.  You can add more than one photo.
8. Paste or type in the location (URL) of your photo (like the one above that says http://farm7.static.flickr.com/6139/5931810390_44ac92ce65_b.jpg).
9. Next, type in what you wrote about the tree. You may check it for grammar and spelling.
10. Press **Save** and then **Done** when you are finished (at the top of the column on the left).
11. To see others' tree information, click on the trees you see or on the title in the list.