Shutterfly is the photo sharing site we use as a TEAM. Our goal is to capture all athletes by the end of the season, and we rely on parents to help with this. **ALL parents and runners are invited to share photos**, and even if they don't, **ALL parents and runners can view pictures and download directly from the site for FREE**.

**General Shutterfly Information:**

* This year we are asking all families to complete the "Roster" section on Shutterfly and upload a picture of their runner. This helps us learn names faster (see instructions in “Getting Started” section).
* We use these photos to make albums at the end of the season. If you are familiar with making digital albums and you would like to help with this important project, we would LOVE your help.
* We are fortunate to have photographer parent Tim Bourke in the crowd again this year. In addition to capturing fantastic action shots of our runners, he can also help with high resolution enlargements, family portraits and Senior portraits. Feel free to contact him directly with any questions: 720.371.6397 OR rptb@aol.com.
* Do not be intimidated if you are not a professional photographer. Most of us aren't, and Tim can't be everywhere anyway. You can help by taking pictures of the runners before and after the race, hanging out with their friends, during the awards ceremonies or with their families.
* Hundreds of photos are posted after every meet. It is easier to navigate the site if we can avoid uploading blurry, distant, or duplicate photos. Thanks!

**Getting started on Shutterfly:**

New runners and/or their families will need to **request access to our team site**. It's a closed group, for the privacy of our runners and families. You will be approved as soon as your email address is verified with the team roster. You should log on right away, so you’ll be approved before the first race. Here is the link to our Shutterfly site[: https://vistanation.shutterfly.com/](:%20https:/vistanation.shutterfly.com/%20%20%20)

Once you get on the site, **go to "Pictures and Videos"** and you'll see several years' worth of albums for both XC and track.  The most recent albums will be posted at the top.  This is where you will upload photos when you have some to share.  Until then, just check out the albums or videos.

Next, **go to "Roster" tab at the top**.  Please consider filling out a Roster profile for your family, even if you just provide names.  This is optional, but it will help us learn runners' and parents' names quicker; not everyone wants to share contact information.  To add a profile, scroll to the bottom of the roster and you'll see the option to "Add Player." Please put graduation year where it asks for your runner's number (see example under Rouse).  To add a picture of your runner, go to "Change picture" and you'll be prompted to upload one, either from Shutterfly or from your own photos.  We don't care what you use.  We just want to cheer for your runner by name.

If you are **ready to upload photos**, go back to "Pictures and Videos."  Check to see if a meet album has already been created and upload your pictures to that album.  If you don't see a meet album yet, then you should create one, following the format of other album titles.  Totally optional: If you know the names of the people in the photos (individuals or small groups), you can list them under the photo, where it says "Edit."  This also helps us learn names, especially early in the season (See XC Parents 2018 album for examples).

Thank you for taking the time to help document the season.  Please contact Kelly O’Sullivan (720-670-6032) or Teresa Smith (720-840-6335) with any questions.