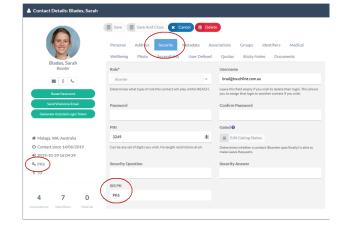
## **Bulk Photo Upload**

## How to access: Data Management > Bulk Photo Upload

You can upload student contact images in bulk using the Bulk Image Importer.

Photo Uploader		
Pick Photos		
	<b>A</b>	
	DRAG AND DROP PHOTOS TO PICK or click to pick manually	
Warning! Changing files will reset the m	apping below.	
Map to People		
Showing 0 to 0 of 0 entries		
File Name	I Contact	
	No data available in table	
Upload Photos		
Upload		
opose		



## ! ESSENTIAL ! File Name

Your image file must be named with your student's unique contact ID (stored in REACH in the SIS PK field)

- Drag and drop single or multiple images to the photo upload panel
- · You cannot load Zip files. You need to load the image files
- · The Photo Uploader will provide a lit of images that will be allocated to students
- Ideal image size is a square image 300px x 300px

## ! Important !

Check your image file size - large image files may be rejected. Large image files will reduce the performance of your portal and cause slow operation.