



Google Sites Create and Add Picasa Slideshow

Introduction

Google Sites enables you to embed a Picasa slideshow in a page. To do this, you must download the Picasa software to your computer, have Picasa find your images, and then share (upload) your folder of images to Picasa Web Album online. Then, it is possible to take the URL of the folder and use it to insert the slideshow into a Google Site page.

Notes:

- It is necessary to have a regular Google account in order to do this. That is, a Gmail account in iSpartan will *not* enable you to do this.
- Currently, the Picasa software is not approved for use on UNCG computers. However, it is possible to use on your personal computer.

Create Google Account

1. Go to <http://www.google.com>.
2. In the upper right hand corner, click Sign in.
3. Under the login box on the right, click Create an account now.
4. Fill out the form to create your account.

Recommendation! Create a folder with the images you want for your slideshow before you download Picasa.

Download Picasa

1. Go to <http://picasa.google.com>.
2. Click Download Picasa 3.8.
3. Click Save File.
4. Find `picasa38-setup.exe` on your computer and double click it to start the install.
5. Go ahead and take all the defaults choices provided as you install and click Finish.

Import Folder (of images) to Picasa

When you first open Picasa, it will give you options for importing images from your computer. Select the one you wish.

Notes:

- If you have a lot of pictures on your computer, this import could take awhile.
- This process does not change the location of the images on your computer; Picasa just “finds” them where they are.

Upload Folder (of images) to Picasa

Note: If your images contain pictures of people, be sure that you have permission to post these to the web.

1. On your left, highlight the folder of images.
2. Click Share.
3. Login to Google using your regular (not iSpartan) Google account.
4. In the Share Photos window, enter an email address (could be yours).
5. Click Send.
6. In the upper right hand corner, click Web Albums and you should see your album on Picasa.

Caption Picasa Web Album images

(This is optional.)

1. In Picasa Web Album, click the album.
2. Click Edit > Captions.
3. Type a brief caption in each box and then click Done.

Insert Picasa Web slideshow in a Google Sites page

1. In Picasa Web, click the Photo album and copy the URL from the address box.
2. Click Edit for the desired Google Sites page.
3. Click in the page where you wish to insert the slideshow.
4. Click Insert > Picasa Web slideshow.
5. Paste the Photo album URL in the text field.
6. Under Slideshow options, decide on the width of the slideshow images.
7. Decide whether to show captions and whether to autoplay.
8. Under display decide whether there will be a border and a title (title recommended).
9. Click Save.
10. Then Save the Google Site page to see the album.