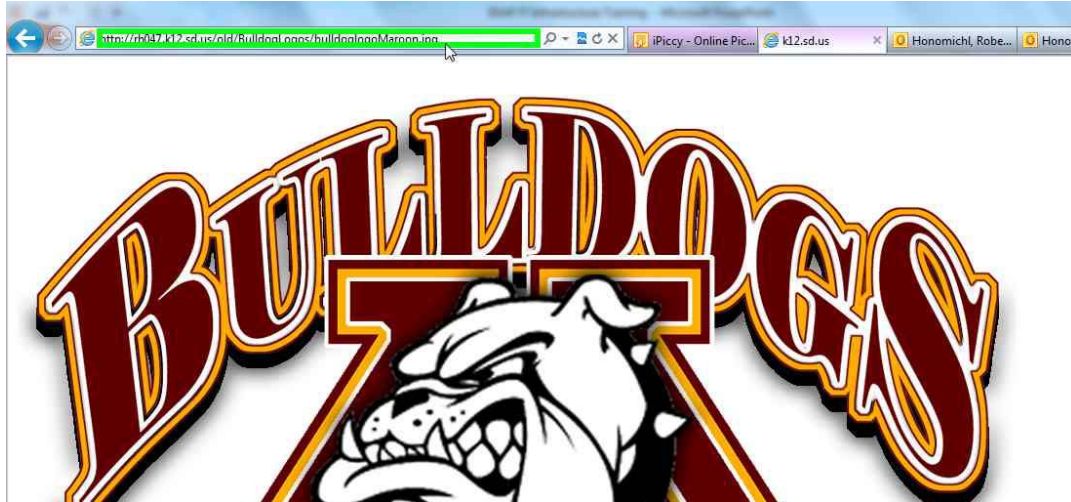
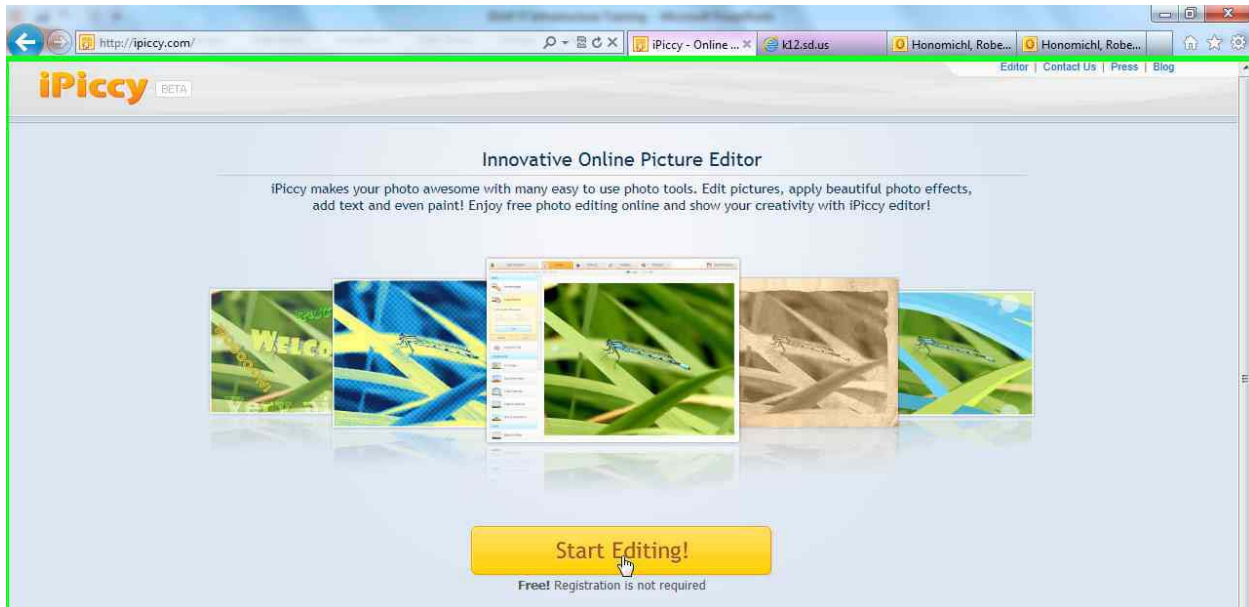


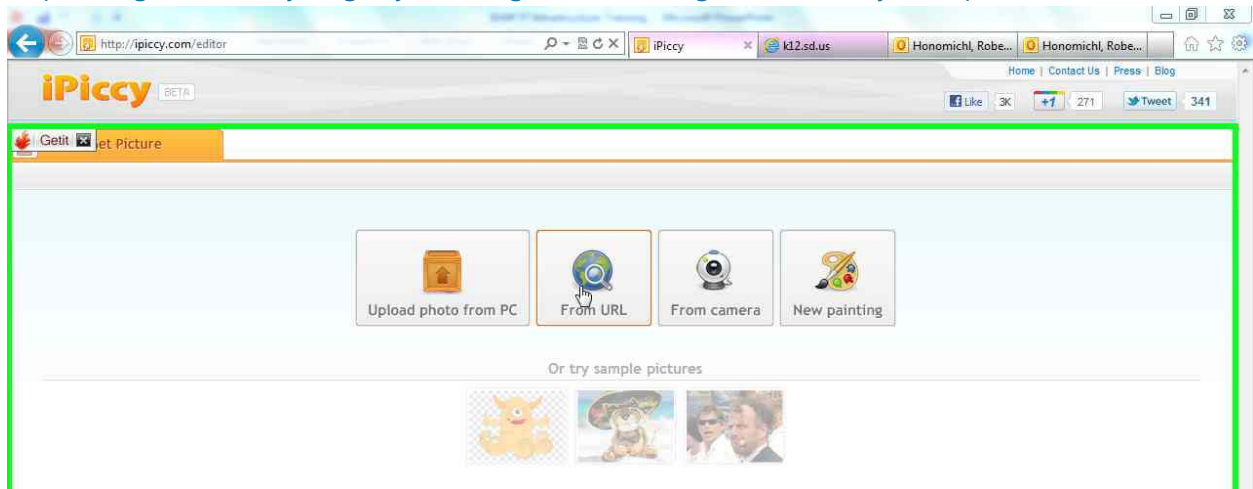
1. Locate a url of a picture or find a picture on your computer
 - a. If you want one of the commonly used Madison Bulldog logos go to <http://rh047.k12.sd.us>
2. This image is from <http://rh047.k12.sd.us>. At this point I would copy the url of the image.



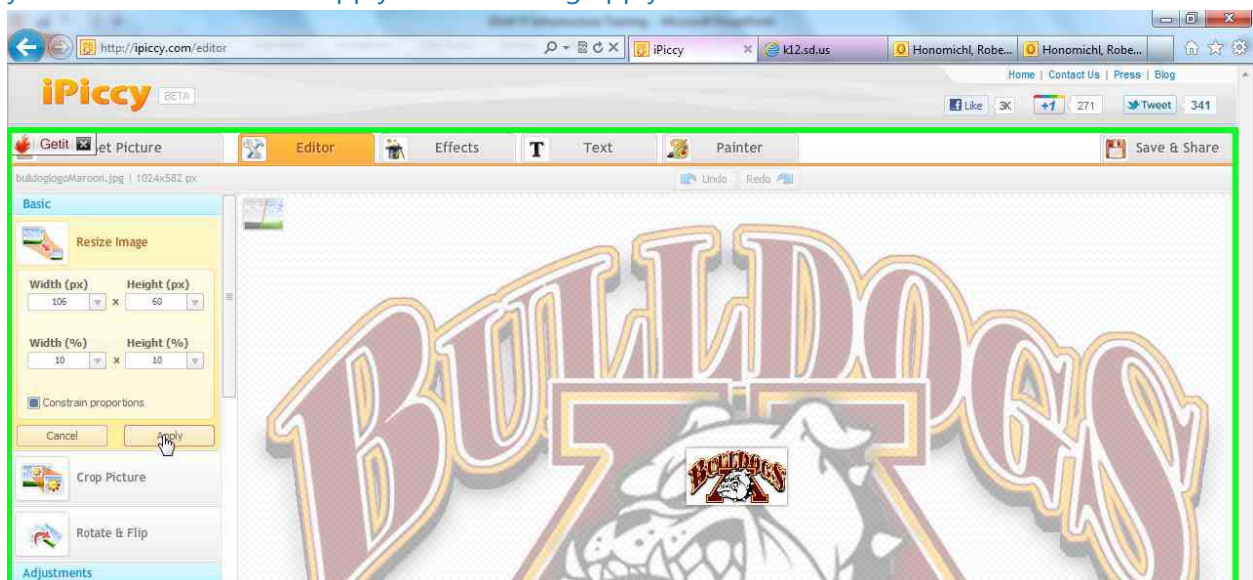
3. Go to <http://ipiccy.com> and select start editing



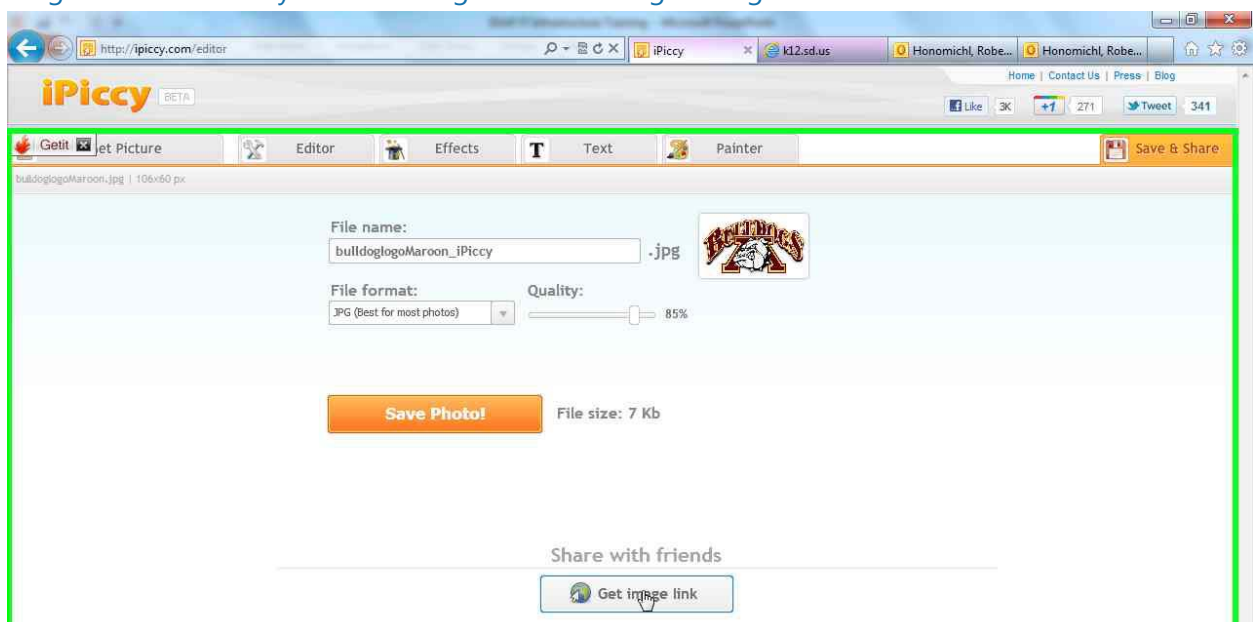
4. Depending on where you got your image make the right choice. If you copied a url use From URL



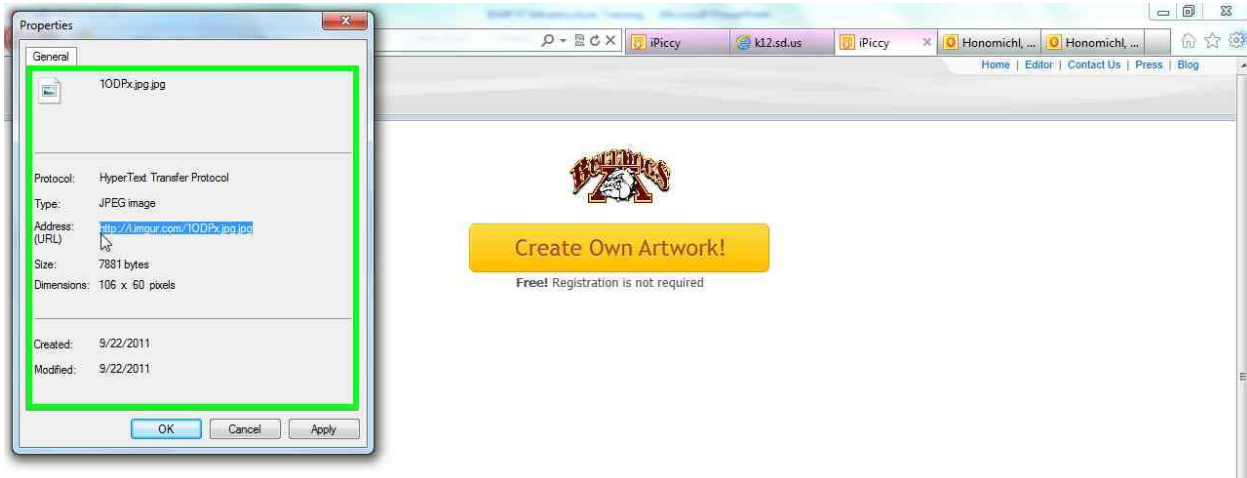
5. To resize the image choose Resize image. Sharepoint suggests a size of 60px in height. Type in the size you want and then click apply. After clicking apply click on save and share.



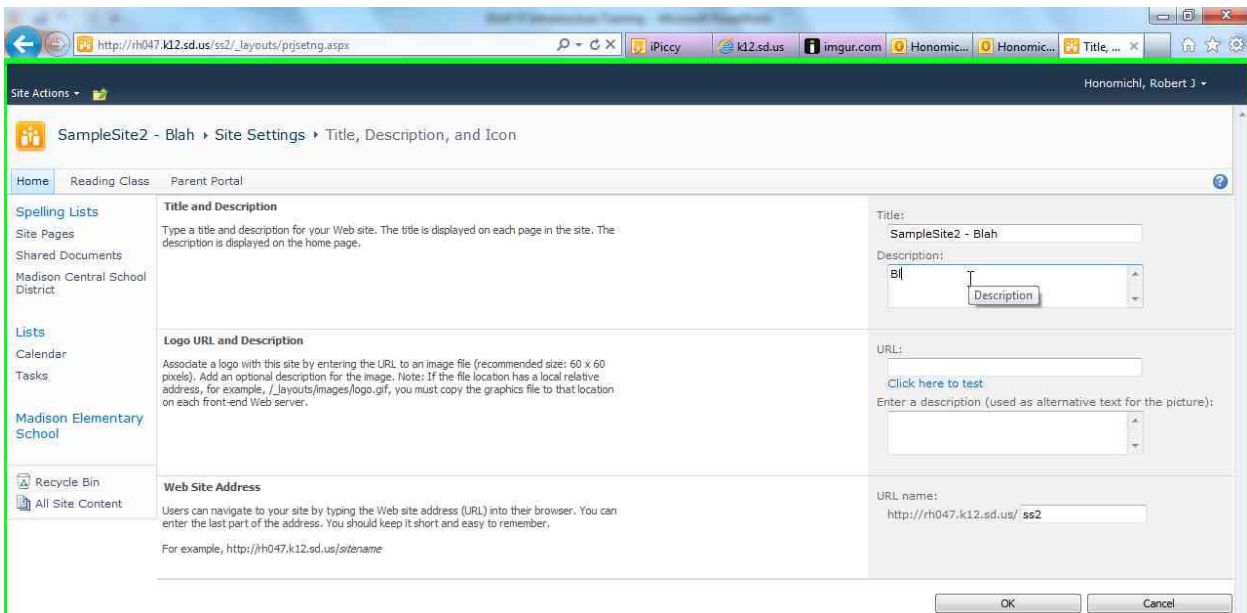
6. To get the url link of your new image click on the get image link button below share with friends.



7. Right click on the image and choose properties. Select the url and copy it.



8. Log into your SharePoint site. Go to Site Actions. Go to Title, Description, and Icon. Paste the URL in the URL section and click OK.



9. Depending on the image you will see a colored box around it. Can you get rid of it? **NO**. So what can I do? You can customize your theme to have a white background in that section and life will be good.

If you want to replace it in an image viewer you can use the same system to put it in right here

The screenshot shows a SharePoint site interface. The top navigation bar includes 'Site Actions', 'Browse', 'Page', 'Format Text', 'Insert', and 'Web Part Tools'. The left sidebar contains 'Libraries', 'Lists', 'Calendar', 'Tasks', 'Discussions', and 'Team Discussion'. The main content area displays three assignments: 'Assignment 1: Requesting your site', 'Assignment 2: Logging into your Sharepoint Site', and 'Assignment 3: Allowing Anonymous Access'. An 'Image Viewer' tool pane is open on the right, showing a large image of a brick building. The pane includes fields for 'Image Link' (with a URL 'http://'), 'Alternative Text', 'Image Vertical Alignment' (set to 'Middle'), 'Image Horizontal Alignment' (set to 'Center'), and 'Web Part Background Color' (set to 'Transparent'). Below the image, there is a section titled 'Image Viewer' with a dropdown menu and a checkbox, and a text box containing the instruction: 'To link to an image, open the tool pane and then type a URL in the **Image Link** text box.'

Assignment 1
Requesting your site
For your first assignment you need to request your SharePoint site. To do this go out to <http://members.k12.sd.us>.
[How to request a site](#)

Assignment 2
Logging into your Sharepoint Site
Log into your site. When you first go to go to your site a box will pop up and ask you to log in. This is where you will use your k12 account to log in. One of the most important thing is to make sure you type in the domain.
username: **k12sd1\AA###**

Assignment 3
Allowing Anonymous Access
As you noticed the first time that you came to your SharePoint Site that you had to log in. Well that would be the case as well if students or someone else came to your site. In order to give people that are not logged into your site we need to allow for anonymous access.
[Allowing Anonymous Access](#)

Assignment 4

Image Viewer
To link to an image, open the tool pane and then type a URL in the **Image Link** text box.