

To upload photos or videos to the BK Athletics website, you need to have an account, if you don't have one, follow the steps below to create one.

1. From the BK Athletics site, click on Create an Account in the upper left-hand corner.

The screenshot shows a web browser window with the URL <https://www.bkathletics.org/page/show/4986645-cross-country-2019->. The page header features a navigation bar with 'Login' and 'Create an Account' (highlighted with a red circle). Below the header is a banner for 'THE OFFICIAL HOME OF THE BISHOP KELLY KNIGHTS' with images of athletes. A secondary navigation bar includes links for Home, Code of Conduct, Teams, Summer Camps, Calendar, Athletic Forms, and Dibs. The main content area is titled 'Bishop Kelly Cross Country' and includes a 'Share this Team' link, a year selector set to 2019, and tabs for Game Schedule, Player Stats, Team Stats, Photos, Videos, and Posts. A featured article titled 'Hot Off The Course!' is visible, with a sub-headline asking for volunteers for team dinners and breakfasts.

2. Fill out the required information and click on sign up

## Welcome! Let's create an account.

Email Address

First Name

Last Name

Password

Password must be at least 8 characters and include one uppercase letter, one lowercase letter, and one number or symbol.

Select if you are a Canadian resident

Date of Birth

Required to comply with the Children's Online Privacy Act and other age-related restrictions.

By creating an account you are agreeing to SportsEngine's [Terms Of Service](#) and [Privacy Policy](#)

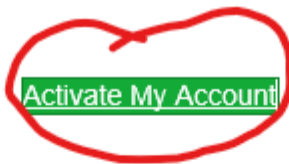
3. You will get an email with a link to verify your account, click on the link to verify your account.



**Activate your account to complete your claim of !**

Hi Josh,

You're almost done! Click the button below to activate and begin using your SportsEngine account:



Didn't create this account? No problem. The information on record will be removed from our system after 72 hours.

For the love of sport,  
The SportsEngine Team  
<http://www.sportsengine.com>

- Once clicked, you should see a notification that asks to link your account to Bishop Kelly Athletics, click on Become a Member then Join Network with Selected Profiles.

The screenshot shows a web browser window with the address bar displaying <https://www.bkathletics.org/page/show/4986645-cross-country-2019->. The browser tabs include 'SportsEngine' and 'Bishop Kelly Cross Cour'. The website header features a navigation menu with 'Teams', 'Summer Camps', 'Calendar', and 'Athletic Forms'. A prominent notification box is overlaid on the page, titled 'Welcome Josh!' and containing the text: 'Link your SportsEngine account to Bishop Kelly Athletics and get instant access to exclusive content and features.' Below this text are three buttons: 'Become a Member' (circled in red), 'Maybe Later', and 'No Thanks'. The website's main content area includes a section titled 'Bishop Kelly Cross Country' with sub-sections for 'Game Schedule', 'Player Stats', 'Team Stats', 'Photos', 'Videos', and 'Posts'. A featured article titled 'Hot Off The Course!' is visible, with the text: 'We still in need a few families to help with team dinners and breakfasts. Please volunteer sheet on the left and sign up if your able to help.' Below this is a sub-section for 'Gary Ward Race Times - September 26th' with a bullet point: '• 4:30 - JV Girls'. A sidebar on the left lists 'Related Pages' including 'Cheerleading', 'Dance', 'Football', and 'Boys Soccer'.

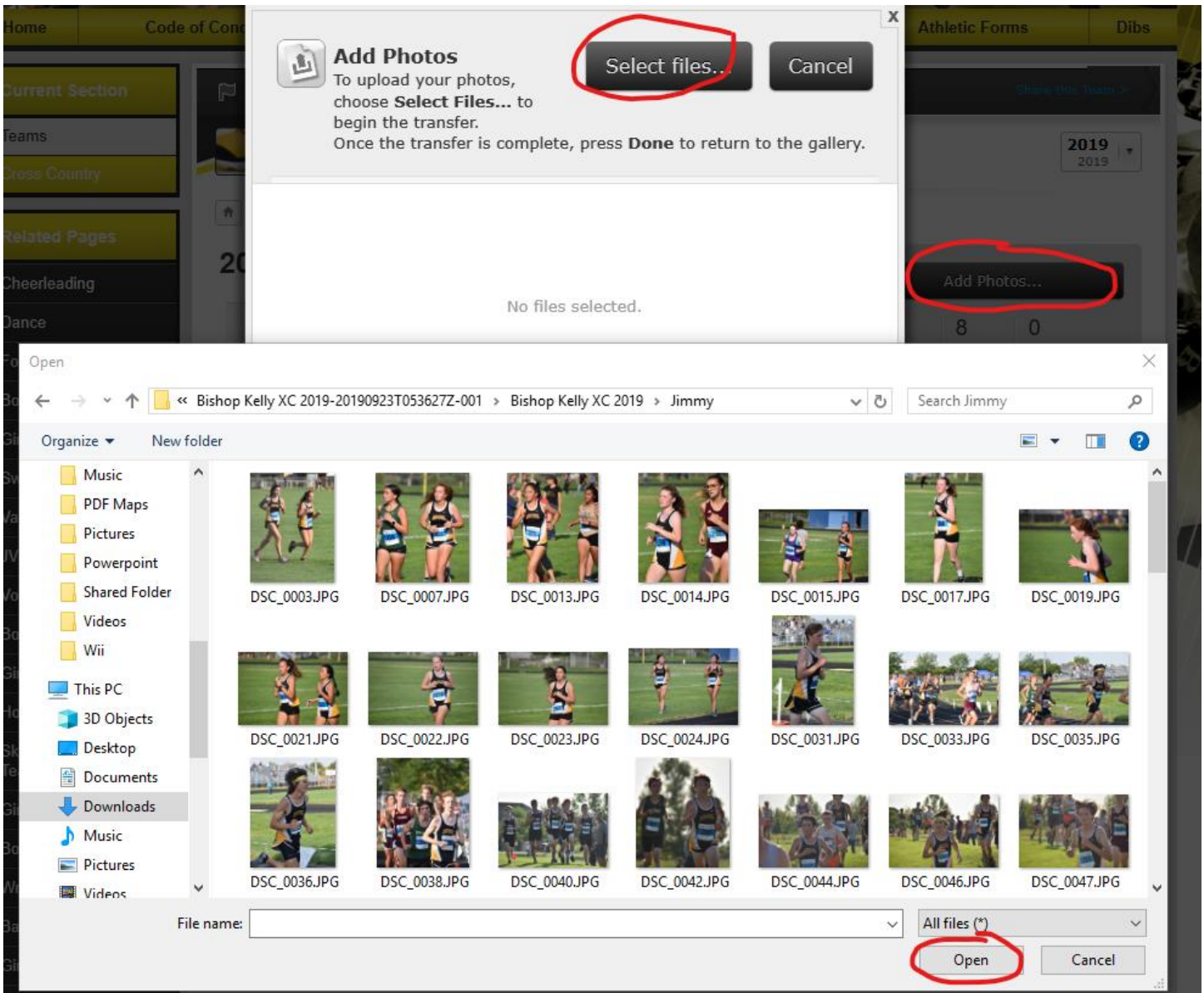
5. You should then see a notice that you have successfully joined the Bishop Kelly Athletics Network.

The screenshot shows a web browser window with the address bar displaying <https://www.bkathletics.org/page/show/4986645-cross-country-2019->. The page header includes the name "Josh Bawden" and the "sportsengine" logo. The main banner features the text "THE OFFICIAL HOME OF THE BISHOP KELLY KNIGHTS" with images of athletes in action. A navigation menu below the banner includes links for Home, Code of Conduct, Teams, Summer Camps, Calendar, Athletic Forms, and Dibs. On the left side, there is a sidebar with "Current Section" (Teams, Cross Country) and "Related Pages" (Cheerleading, Dance, Football, Boys Soccer, Girls Soccer, Swimming). The main content area is titled "Cross Country" and "Bishop Kelly Cross Country" for the year 2019. A yellow banner with a red border contains the message: "You have successfully joined the Bishop Kelly Athletics Network." Below this, there is a section titled "Hot Off The Course!" with a "RUNNING" graphic and text asking for volunteers for the Gary Ward Race Times on September 26th, specifically for 4:30 - JV Girls.

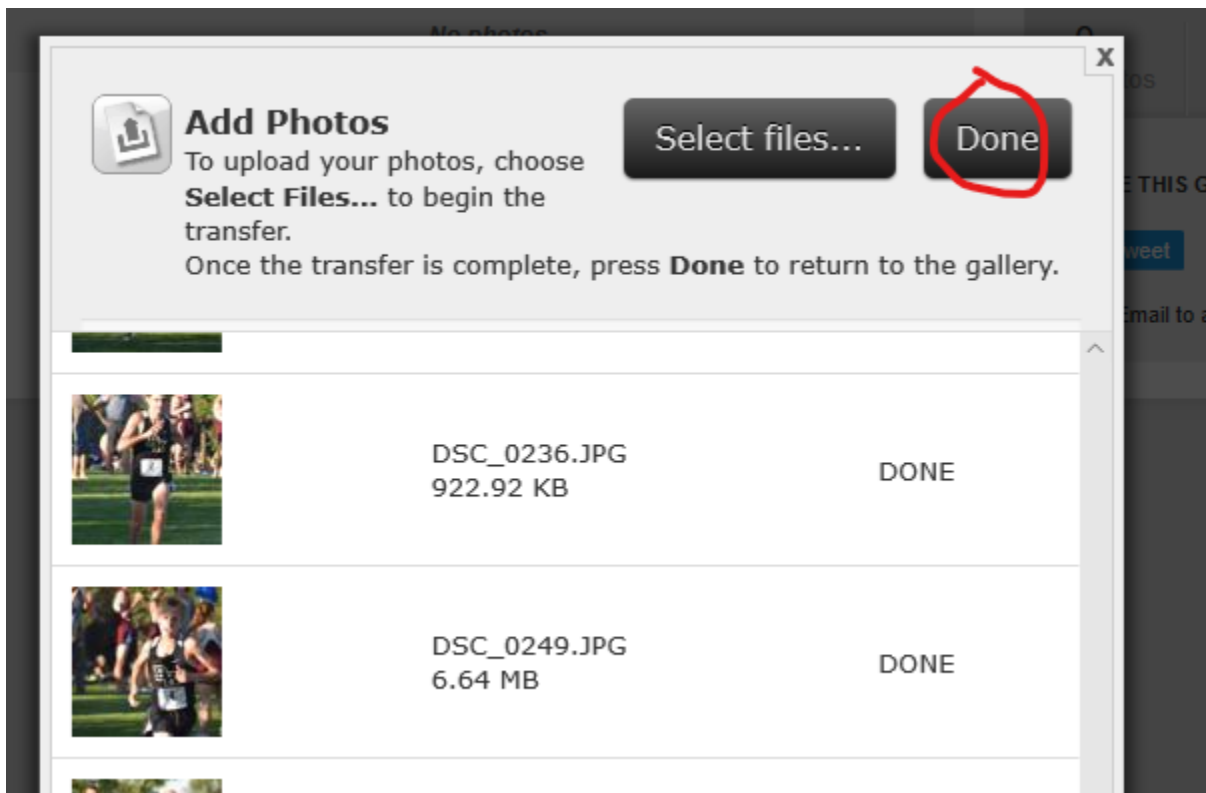
6. Click on the Photos or Video section at the top of the Bishop Kelly Cross Country page. The page will open with folders for the individual races.

The screenshot shows the Bishop Kelly Cross Country team page. At the top, there is a dark header with a flag icon, the text "Cross Country", and a link "Share this Team >". Below the header is a banner image of a yellow and black cross-country shoe. The team name "Bishop Kelly Cross Country" is prominently displayed, with a year selector set to "2019". A navigation menu contains buttons for "Game Schedule", "Player Stats", "Team Stats", "Photos", "Videos", and "Posts". The "Photos" button is circled in red. Below the navigation menu is a grid of six photo folders, each with a placeholder image and the word "EMPTY". The folders are: "All Photos" (0 photos), "Summer Conditioning" (0 photos, dated 08/25/2019), "BKXC Fall Camp" (0 photos, dated 08/25/2019), "2019-08-31 Jimmy Driscoll Invite" (0 photos, dated 08/25/2019), "2019-09-06 Caldwell Twilight Invite" (0 photos, dated 09/22/2019), and "2019-09-12 Steven Thompson Centipede" (0 photos, dated 09/22/2019). The "2019-08-31 Jimmy Driscoll Invite" folder is circled in red.

- Click on the Add Photos on the right, then Select Files, a window will open allowing you to select files off your complete, select the files and click on Open, you can select more than one file.



- Once the files have been uploaded, you should see a Done next to the photo and a Done button at the top, click on the Done button to be returned to the gallery.



- Repeat as needed or select a different gallery and upload photos to that one.