How to Upload Pictures to the Living Campus Repository on GitHub

By now, the pictures should be PNG files and, if necessary, compressed and renamed, which means they're now ready to be uploaded to GitHub! 😃

If you have a GitHub account but have never uploaded pictures to the Living Campus repository, you can skip to Part 2.

If you have forked the Living Campus already, you can skip to Part 3.

Part 1 – Create, verify, and set up your free GitHub account.
1. Go to www.github.com.
2. You should see the following page:
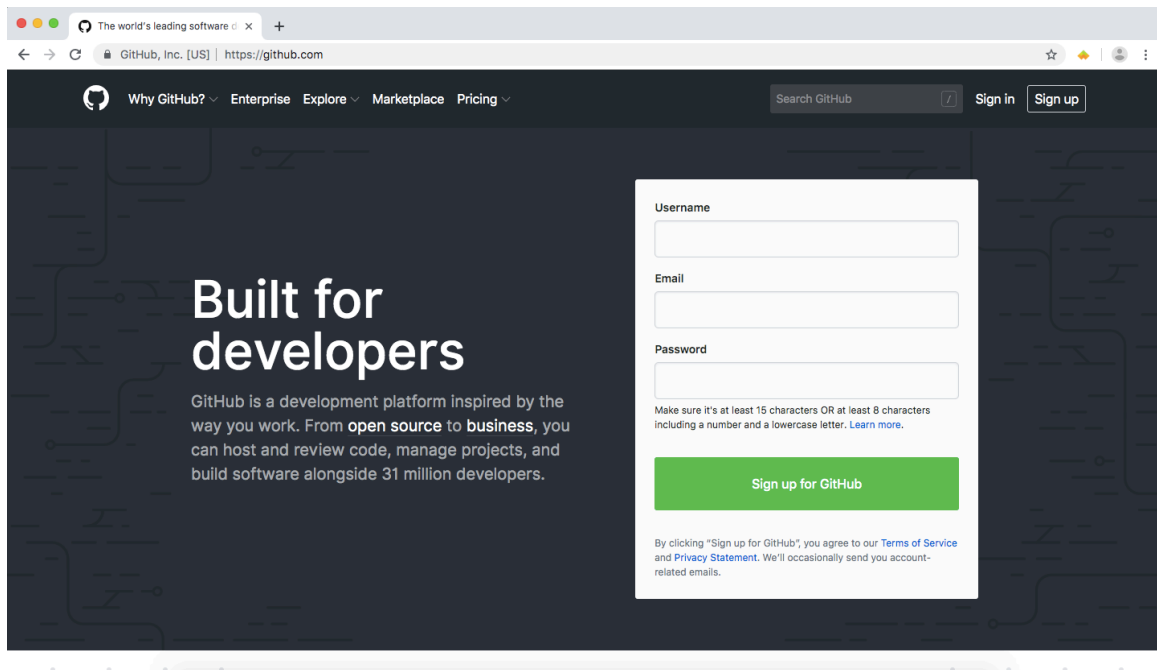
3. Choose a username, enter your email, create a password, and then press the sign up.
4. An email with the subject "[GitHub] Please verify your email address." will be sent to the email you provided. Click on the hyperlinked text that says "Verify email address" (on the third line of the email).

5. You should see your dashboard, which should look like the following page once you have verified your email:
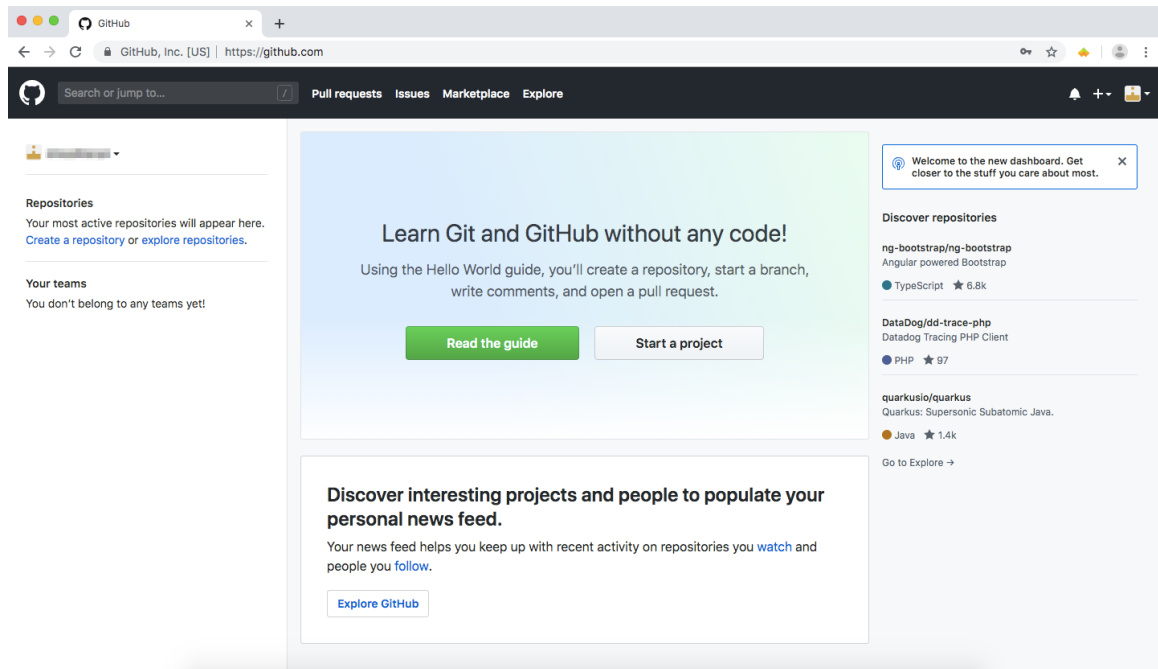
Please note that your username will be where the blur is in the upper left of the window, and your default profile picture may be different.

Part 2 – Fork the Living Campus repository from Digital Scholarship's account.

6. Find Digital Scholarship's page on GitHub using one of two ways. *Please note that you don't need to log out of your account (and you shouldn't!).*
   - (1) Change the URL of your window to www.github.com/digbmc.
   - (2) The search box is in the top left of the window (next to the GitHub logo), and it says, "Search or jump to…".
     - In the search box, type in digbmc.
     - Select the option that allows you to search in All GitHub.
     - Click on Users (located on the bottom of the list towards the left of your screen).
     - It looks like this:
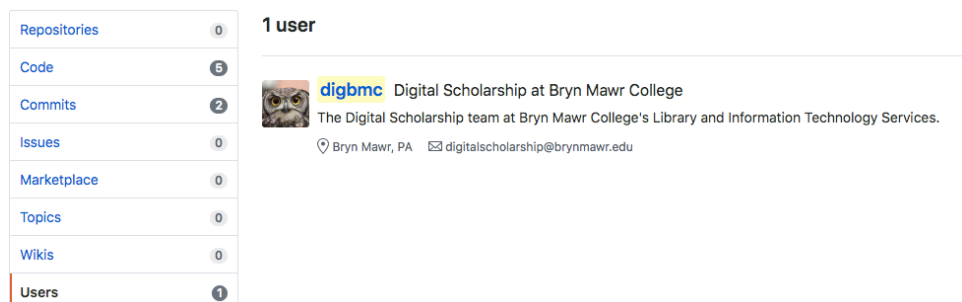
7. Click on the highlighted "digbmc". The top of Digital Scholarship's GitHub page looks like this:
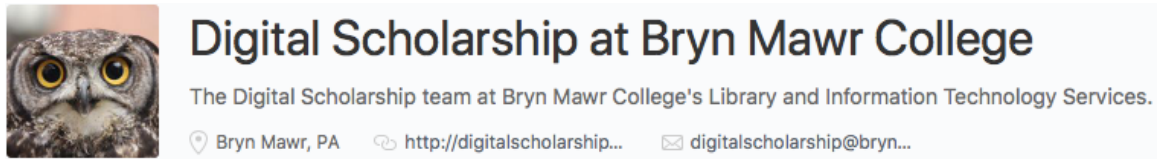
8. Find the Living Campus repository by searching living-campus in the box labeled "Find a repository…" or scroll through the list of repositories until you find the living-campus repository.
9. Once you click on it, look to the upper right (not the corner) of your screen, and click on the button labeled "Fork". It is the rightmost button of three buttons, and they look like this:

*Please note that the numbers you see next to Watch, Star, and Fork may be different.*

10. The page should reload with your forked version of the living-campus repository. Under the main GitHub menu at the top of the page, it will look similar to this:
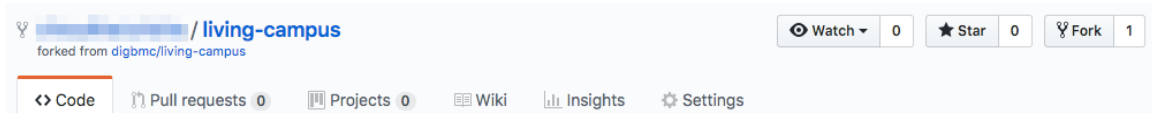
Please note that the blurred area will have the username you chose for your GitHub account.

Part 3 – Upload the images.

11. Make sure that you are in your forked Living Campus repository. Under the main GitHub menu at the top of the page, you should see what you should have gotten by the end of step 10.
12. Click on the folder called "images". You should then see a list of .png images.
13. Towards the upper right of the page, you should see four white buttons ("Create new file", "Upload files", "Find file", and "History") next to each other, and they should look like this:
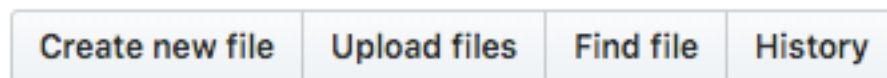
14. Click on the "Upload files" button. You should now see the following:

15. Drag your files to this window or upload them by clicking on the hyperlinked words "choose your files". All the images you select will upload.
16. (Optional) If you want to describe the images you are uploading, enter a short description by typing in the box that says, "Add files via upload". If you choose not to describe the images you are uploading, "Add files via upload" will be the default summary.
17. Click the green button that says, "Commit changes".
18. You will then be taken into your main, forked living-campus repository and will see the same page you did at the end of step 10 and beginning of step 11. Switch over to the Pull requests tab by clicking on "Pull requests" (next to the Code tab). It will look like this:
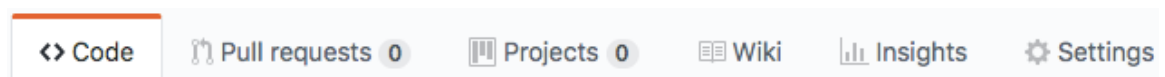
19. Click on the green button that says, "New pull request". You will now see something like this:

Please note that your GitHub username will be where the blur is.

20. Click on the green button that says, "Create pull request". It is in the cream-colored box and looks like this:

21. Now you're done! Digital Scholarship will take it from here. 😃

For questions and/or additional help with uploading pictures to GitHub, you can contact Digital Scholarship at digitalscholarship@brynmawr.edu.