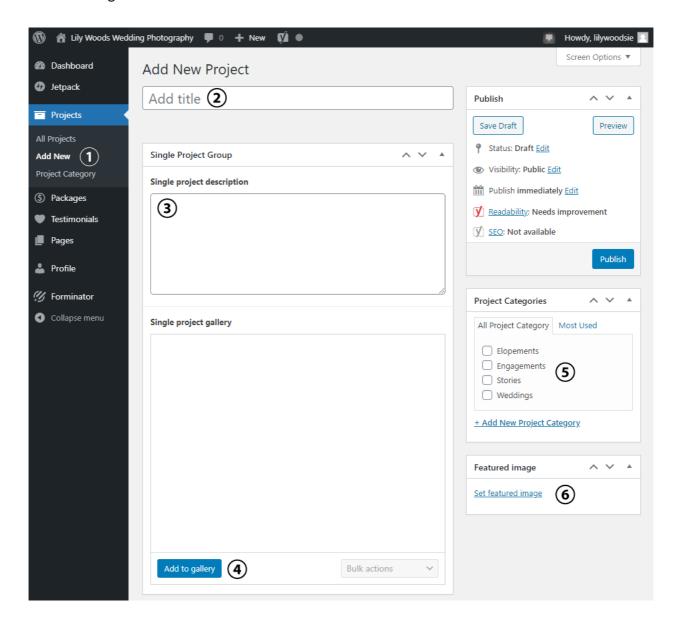
## Adding a new Project

(1) To add a new project, go to the 'Projects' tab, and choose 'Add New'. You will see the following screen:



You should fill in all the fields: (2) give it a descriptive title, (3) fill out a description of the project, and (4) use 'Add to gallery' to upload and add photos to the project gallery.

- (5) It's advised to set categories from the right-hand 'Project Categories' section, unless you don't want the images to show up on the Portfolio page. They will be organized according to category, and you can choose multiple if they apply. Projects with the 'Stories' category will also show up in the featured stories section on the Portfolio page.
- (6) Make sure to use 'Set featured image' on the bottom right as well! This will set the image which will be used as the header, as well as the image that will show up on the main stories tab in the portfolio page.