HOW TO ADD A LAYOUT TO YOUR GALLERY WiTH CREDiTS

also includes tutorials for adding your page to a challenge thread as well as starting and editing a challenge tracking post
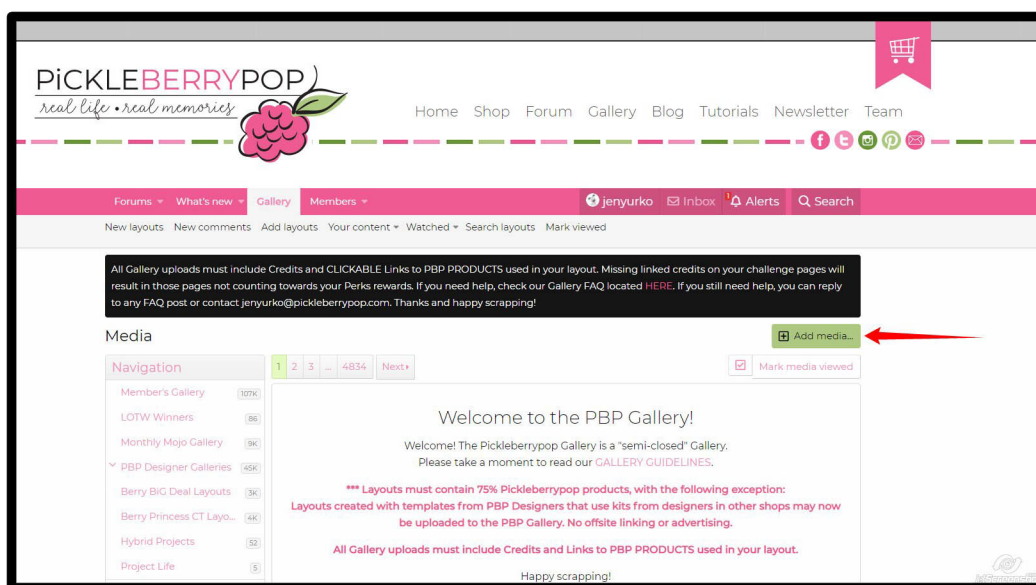
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FOR PBP GALLERY & FORUM USERS

HOW TO ADD A LAYOUT TO YOUR GALLERY WiTH CREDiTS

This method is the quickest and most painless way to add your layout to your gallery here on PBP!
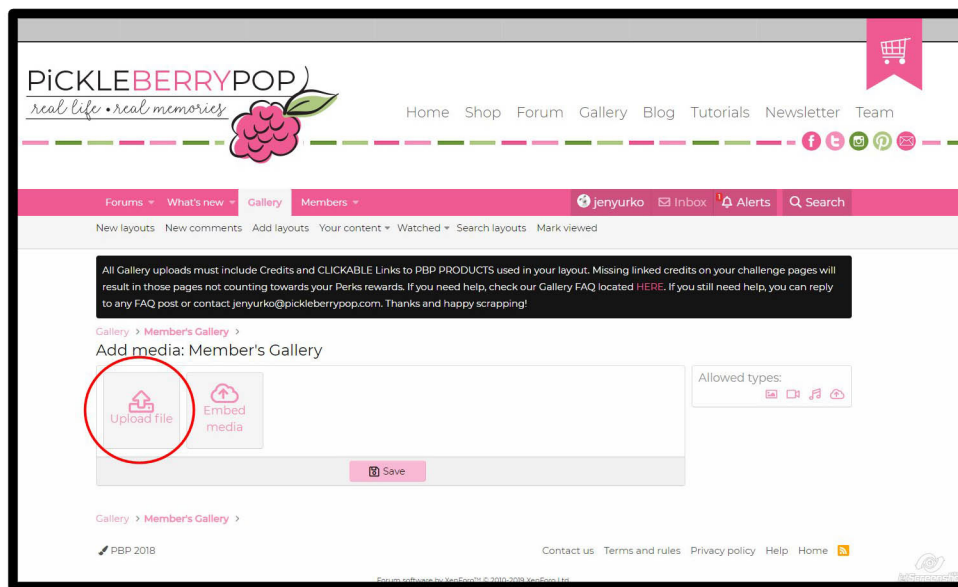
Once you are at the gallery (click on the gallery link at the top of our site), click on the green "Add Media" button
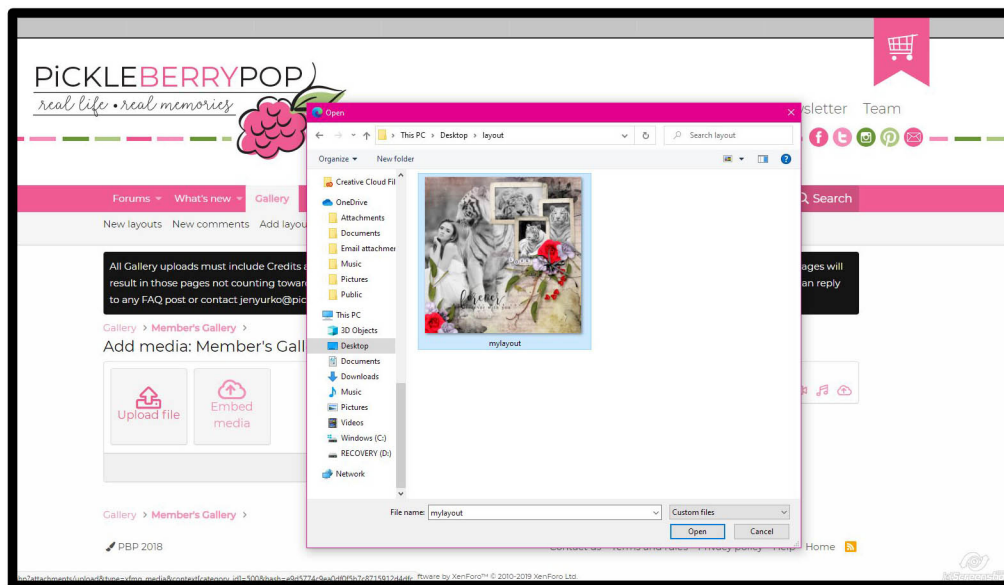

A new box will pop up over the gallery page. Select the "Members Gallery" link at the top of the list
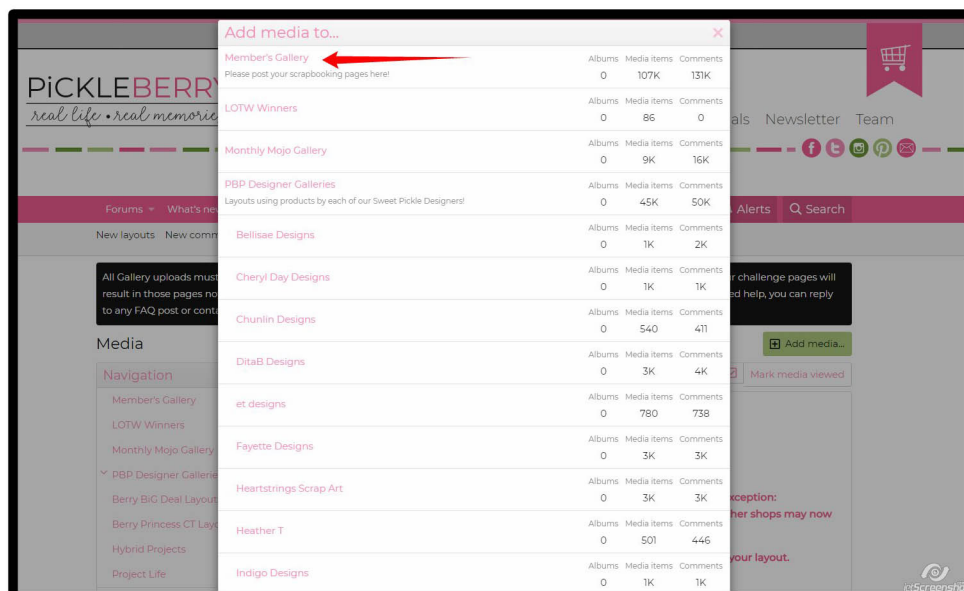
Click on the "Upload File" button

A new box pops up. Browse to the layout you want to add, then click on the "Open" button

Once your layout is uploaded, you'll have options to set. The title automatically fills with the filename of your layout. You can change it to the title you want for your page. This title shows up in the browser tab at the top of your screen

The description box is just for text, like an explanation of what the page is about, or you can put your journaling in there or a list of products used (handy for products you can't link - see end notes)

The "Credit Links" box is where you put the links that you need to credit

Add each link on it's own line. You don't have to link them, just paste them into the box

Here you can see where I made the changes for this particular layout. Once you're done with those boxes, click on the "Show" link

Check the boxes next to all the categories that your page fits in. If you used a product created by et designs, check the box next to her name. You can scroll to see all the categories. This particular layout was scrapped for a Monthly Mojo Challenge, so I checked that box, too.
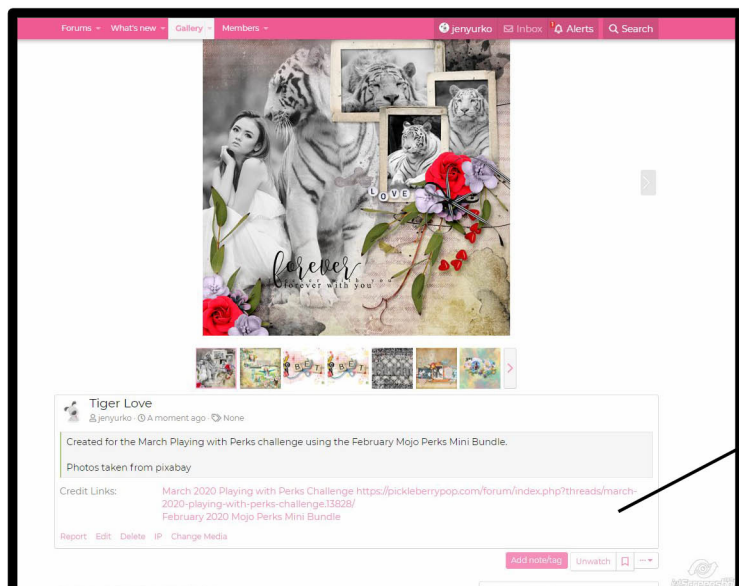
After you've done that, click the pink "Save" button at the bottom, and BOOM. Done.

Notice in the Credit Links box that my pasted links now show up as hyperlinks, what we call "clickable links"

HOW TO ADD YOUR LAYOUT TO A MOJO CHALLENGE THREAD

Now that your page is funished and uploaded with clickable links - if it is a challenge layout, there's an EASY way to add it to the challenge thread.

Go visit the challenge thread you just uploaded a layout for, then scroll all the way to the bottom of the page. You'll see an area where you can post something. Click on the little camera icon - this is the Gallery embed button on the toolbar:
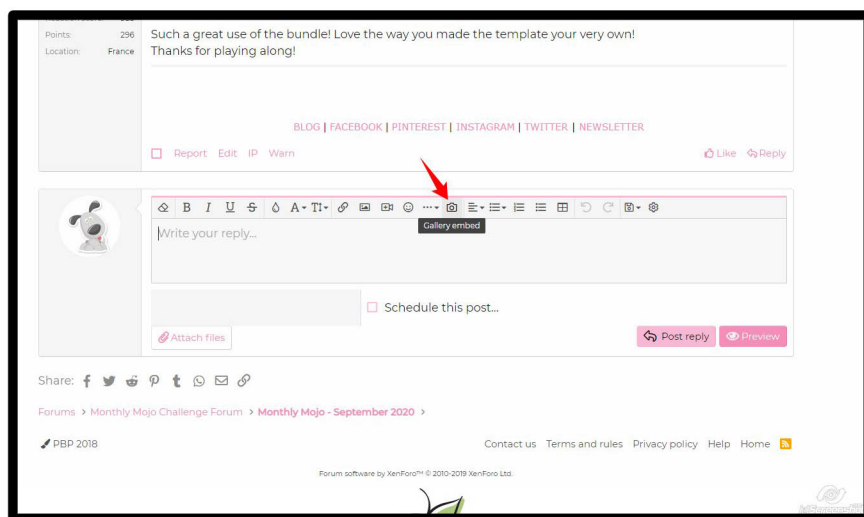
A new box pops up over the page your viewing. All you have to do is click on your layout that you want to add to the challenge thread and click on the pink "Continue" button
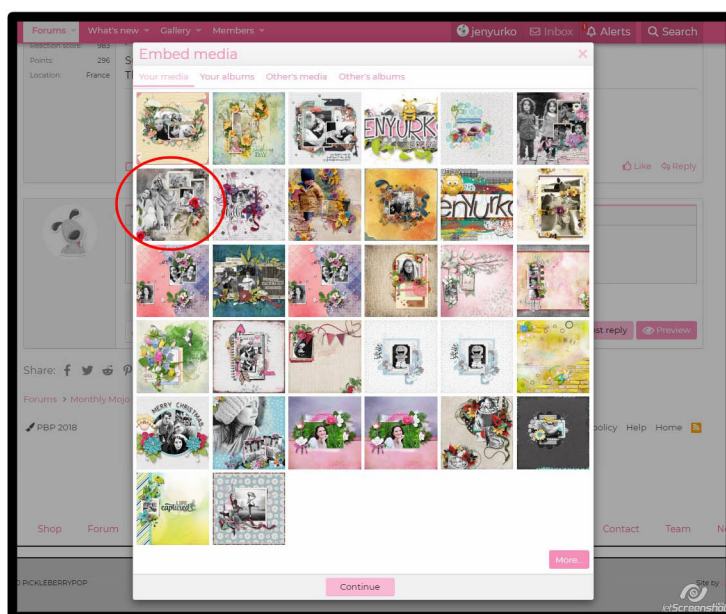
After you've clicked Continue, you'll see some gallery code
bb code that looks like this:
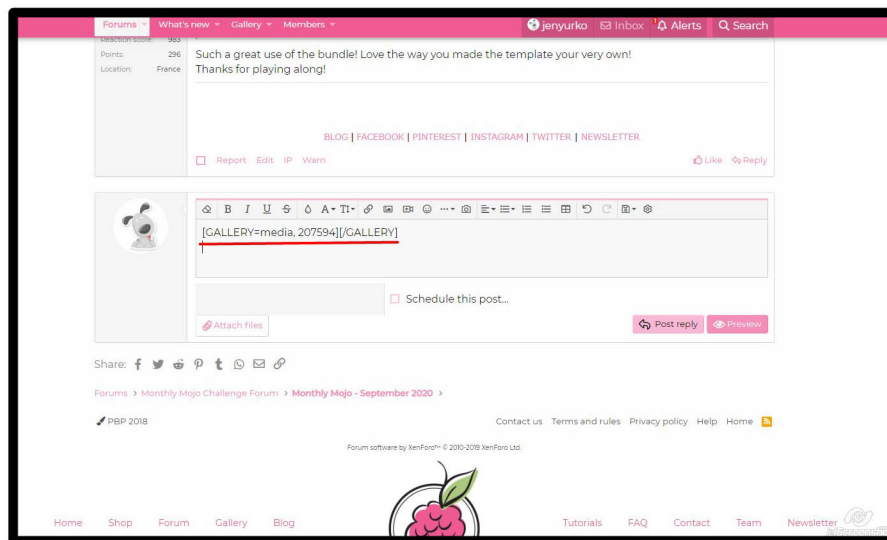

That's what it's supposed to look like, so now all you need to do is hit the pink
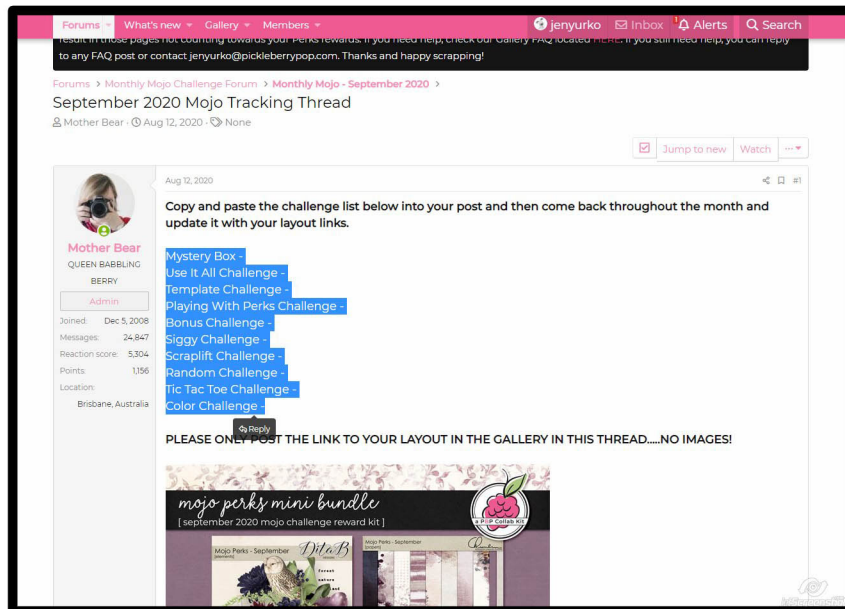"Post reply" button ... and...
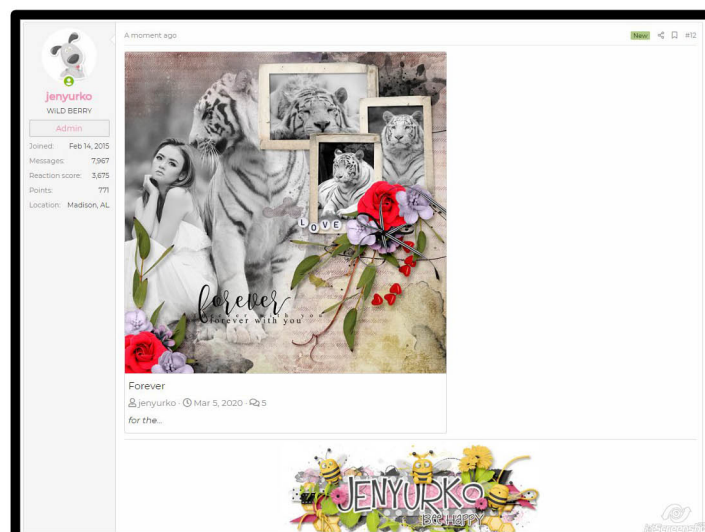
BOOM. Done!

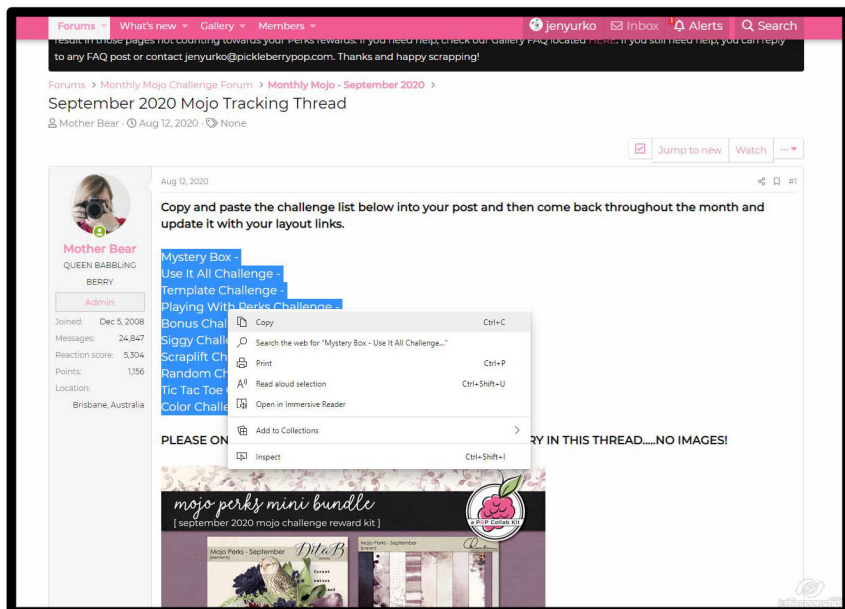Need to start your tracking post? Read on!

HOW TO ADD A LINK TO YOUR LAYOUT TO THE MONTHLY MOJO TRACKER

Visit this month's Mojo Tracking Thread. On the first post is a list of challenges. Highlight that list with your mouse

Copy that text

Scroll all the way to the bottom of the page and paste it into the reply box.

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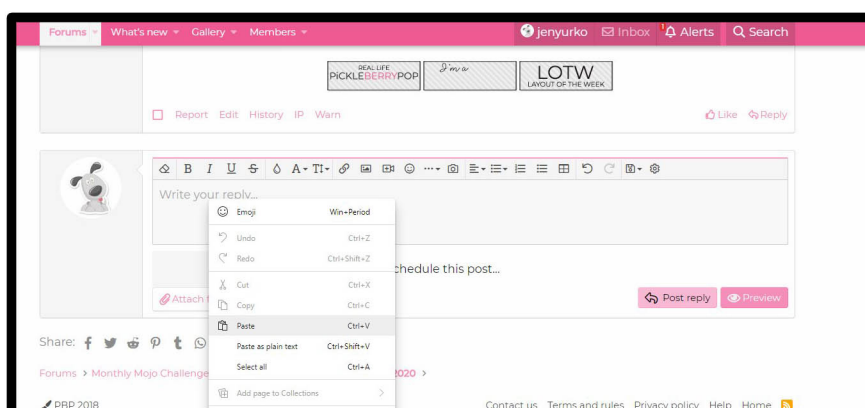
From your gallery, right click on your layout you're adding to your tracker and click on "copy link"
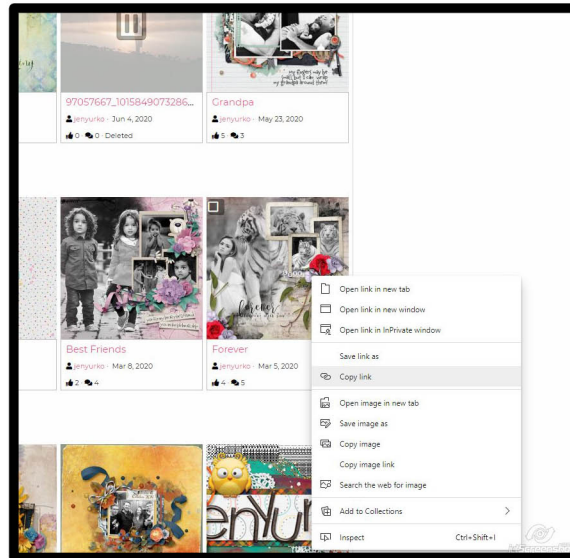
On the post you're creating, paste the link to the challenge you made the page for then click on Post Reply
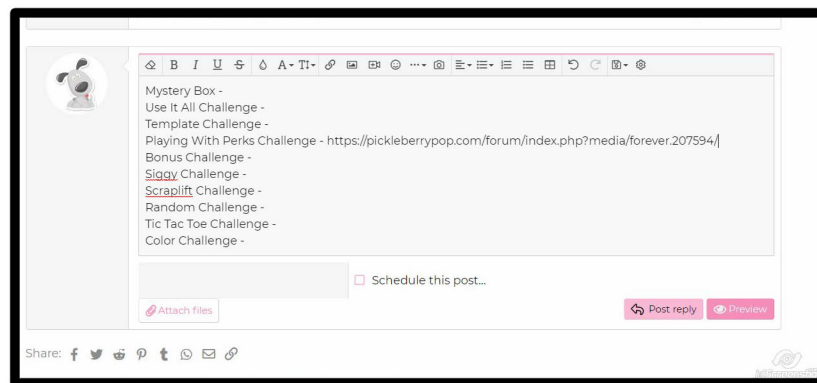
As you get layouts finished and uploaded to your gallery, you can copy/paste the layout links and "Edit" your tracking post to add them to their corresponding challenges

END NOTES

A few notes about crediting

Layouts created for our challenges must include credit links (clickable credits)

Retired kits cannot be used for challenges - links must be clickable.
You can't make it clickable if it's retired because the link isn't available anymore.
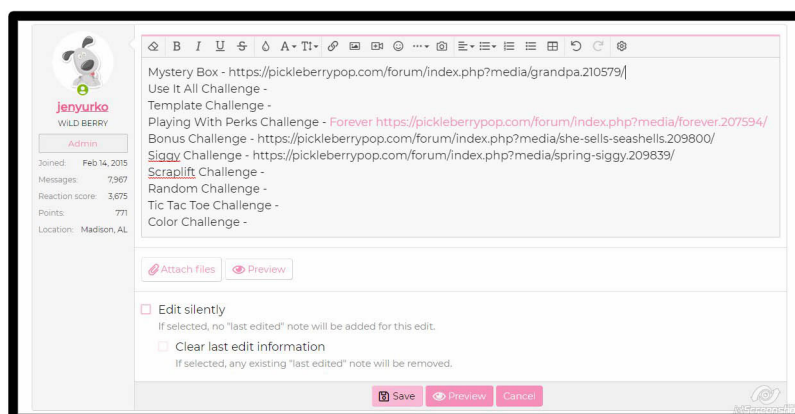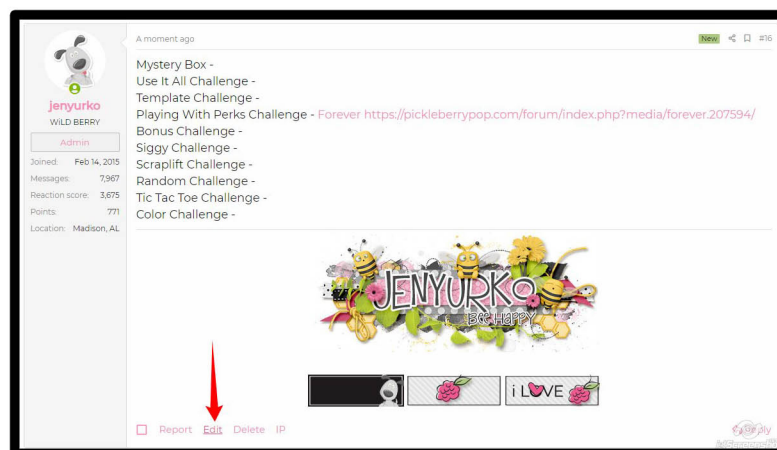
Kits from designers NOT at PBP cannot be used for our challenges.

Template from designers not at PBP may be used.

A template is considered 25% of your page.

Links outside of PBP may not be posted.
Whether your layout has:
75% PBP products used, 25% non-PBP products used
25% PBP products used, 75% non-PBP products used
links for non-PBP products are not allowed.

PBP's Mystery Box, Use it All Mini Kit, Mojo Perks Bundle and the FREE Template
can only be used for their respective challenges each month.
Those freebies are not to be used to complete additional challenges each month.
If you use those freebies to complete other challenges, you will not be eligible for the prizes.
You can of course use them for your own scrapping outside of the challenges!

Please read each challenge's rules carefully so that you know what you should be creating.
We know there's nothing more frustrating that completing a challenge layout after hours
of nitpicking it to make it perfect, only to have it not count for the challenge
because you missed one of the rules. So please read the rules carefully!

If at any time you have doubts or questions about what you can and cannot post
in our gallery (or on our forum), please don't hesitate to email me:

jenyurko@pickleberrypop.com

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