# **OC Home Photo Uploader FAQ**

#### Q: How do I use this site?

### A: Here are the basic instructions

- Select the address of the home for which you want to upload a photo. The address field is searchable, so you can narrow the list by typing part of the address. The addresses are listed as they appear in the tax assessor database. Additionally, for addresses like "1046A,B,C", it will likely show up as "1046."
- 2. *Click on "Browse.." and select the photo file that you want to upload.* The photo files must be in JPEG format (.jpg, .jpeg). Once you have selected the file, the photo will be displayed on the web page. Verify that this is the photo you intend to upload. If not, you can press the "Start Over" button to reset everything and start over.
- 3. If the address and photo are correct, press the "Submit" button to upload the photo.

The file will be renamed based on the following format: id.address.time.jpg, where id is the ID number of the address and time is the time that the file was submitted for upload. If the upload was successful, you get a message that includes the new file name.

## Q: Can I upload more than one photo for a property?

**A:** Yes, our intent is to have a current photo of every house. So, please upload those first. Then, if you have older pictures of previous structures on the property, you can upload those as well. You will need to repeat the steps above and upload the photos one at a time.

## Q: Will my photos show up immediately on the map website?

**A:** No. In order to make sure the photos uploaded properly and to prevent inappropriate content, the photos are manually reviewed prior to being added to

the website. This review will usually happen within a few days, but could take longer depending on the reviewer's schedule.