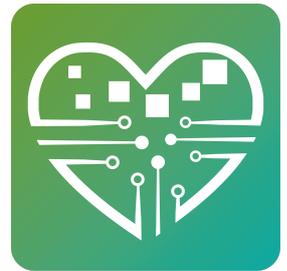


To take a photo of using a webcam



Learn to take a photo of someone using a webcam and have that photo display anytime you look at that person's file.

1 To take a photo of someone using a webcam

1. click the People tab
2. Click a person
3. click that person's Add Photo button
4. Click live capture
5. click the black camera icon once you see the person in the camera window

The screenshot shows a software interface with a top navigation bar containing icons for 'People', 'Personnel', 'Events', 'Meals', 'Rides', and 'Equip'. The 'People' tab is highlighted with a red box and labeled '1'. Below the navigation bar is a list of people's profiles. The profile for 'Anderson, Sally W' is highlighted with a red box and labeled '2'. To the right of the profile is a grid of icons for various functions. The 'ADD PHOTO' icon is highlighted with a red box and labeled '3'. A video window on the right side of the screen shows a live camera feed. A black camera icon is highlighted with a red box and labeled '5'. Below the video window is a 'LIVE CAPTURE' button, which is highlighted with a red box and labeled '4'. Below the 'LIVE CAPTURE' button is a section titled 'OR : Have a photo already?' with instructions and buttons for 'Choose File' and 'Update Picture'.