

Gallery FAQ

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1. How to access the Photo Gallery?
2. How to view the pictures?
3. How to buy pictures and / or Albums?
4. How to register?
5. How to login?
6. How to select the pictures and / or Albums?
7. How to pay for the pictures and / or Albums?
8. How to download the pictures?

1. How to access the Photo Gallery?

Answer: Either by using the existing link in the navigation menu or follow this link: [IT-CST Photo Gallery!](#)

2. How to view the pictures?

Answer: Just click on the album pictures and it will open up all the album photographs listed. You might need to open up the navigation pane on the top left...

Then you can also navigate the albums with the unfold-able menu on the left. If you want to add albums and / or pictures to i.e. your favourites you might need to activate the "Item links", just click the menu link "Show Item Links".

([Back to FAQ list](#))

3. How to buy pictures and or Albums?

Answer: First you will need to register with the Photo Gallery, then login to the Gallery and select the albums and / or pictures you would like to purchase.

(Back to FAQ list)

4. How to register?

Answer: Click on the "register" link on the top left of the page and you will be redirected to a registration form. Please fill out all the fields and type in the letter sequence displayed below accordingly.

If the registration was successful a message window will confirm that to you. After a little while you will get a confirmation email with a link to access the Gallery page for login.

(Back to FAQ list)

5. How to login?

Answer: You might have to scroll down a bit to get to the login fields, please enter your User name and Password which you provided for registration. Then you will be able to access and select the albums and / or pictures.

(Back to FAQ list)

6. How to select the pictures and / or albums?

Answer: Activate the "Item links" as described at No. 2 and browse to the picture and / or album you would like to select for purchase, click on that "error down" symbol next to the description, as shown in No. 5, and select either "Add Album To Cart" menu if it's an album or "Add Photo To Cart" menu if it's a picture:

After you have finished your selection either click on the "Continue to Checkout" button to follow thru the payment process. If you are not in the check out page the click on the "View and adjust quantities and complete your order here" link on the bottom of the left navigation pane. You can make further selection in either using the navigation menu or the "Continue Shopping" button. Otherwise you can change your selection ticking pictures you want to remove and clicking on the "Save Changes" button or removing the whole selection in clicking on the "Empty Cart" button.

Please note:

- If you chose to purchase either one below of the main Gallery albums ("The New Zealand Photo Album" or the "Tais Belly Dance Performance"), select the "Add Album To Cart" and complete the purchase, all the pictures of that album will be burnt on a CD and sent to your provided address. And you need to add shipment costs accordingly.

- If you select "Add Photo To Cart" you can add only one each, since you can copy them after download, and you need to select a minimum of 10 different pictures to complete the purchase.

(Back to FAQ list)

7. How to pay for the pictures and / or albums?

Answer: After you have completed your purchase successfully you will get an email with bank details for the money transfer. After the successful transfer has been recognized you will get an email with a link to download the pictures.

Please note:

- If you have chosen to pay via PayPal you will get also a confirmation email and you will be able to download the pictures accordingly.

- If you have bought an album CD, please fill out your address details in the confirmation form and after payment is successfully received you will get it shipped:

([Back to FAQ list](#))

8. How to download the pictures?

Answer: Just click on the menu button "Download as Zip" in your confirmation email and the Gallery web page opens accordingly click on the "Continue..." link and the download will proceed. After the download has finished just unpack the files into a folder of your choice and enjoy your pictures.

Please note:

For downloading just use the browser own download mechanism, download attempts are limited to three times and must be completed within 7 days after that the download link will be invalid.

([Back to FAQ list](#))