


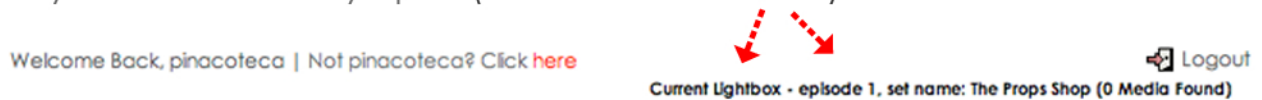


How to manage multiple Lightboxes

- 1) Click lightbox link.
- 2) Click  Lightbox Manager link.
- 3) Login.
- 4) Click  Create Lightbox link.
- 5) Name Lightbox Label, click create.
- 6) If you would like another Lightbox repeat steps 4 & 5.
- 7) To add your selections to a Lightbox click the green arrow  next to the Lightbox you want to open as your "Current Lightbox".


note: you can only add selections to an open "Current Lightbox"


on the righthand side of your screen in black it will now list the Lightbox you have currently open (see screen shot **below**).



8) With your Lightbox open you can now check the box under any item to instantly add it to your Lightbox. To delete an item simply un-check the box.



9) To view, switch to a different Lightbox or to create a new one simply return to the  Lightbox Manager (within the Lightbox Link).

final note: when you return to view your lightbox don't panic if it reads lightbox empty you may simply need to go to lightbox manager again and  open the individual lightbox you created to view it.