

eShare

Parent and Community

eShare is a simple way for students, parents and community members to upload JPG or JPEG images to a website for the school to download for future yearbook use.

Logon

1. In your browser address line, type:

www.hjshare.com

2. Click the Enter key. **BPMS**

3. The HJ eShare School Code window will appear.

4 Type in the School Code.

5 Click the Search button .

You can also use <http://www.hjshare.com/eShare/?code=BPMS>

Upload Image Files

6 Fill in all requested information.

7. Read the terms and conditions.

8 Check the box to agree to the terms and conditions.

9 Click the Select Images for Upload button.

10 Click the Browse for Images button.

11. Navigate to and select the desired image files.

12. Click the Open button.

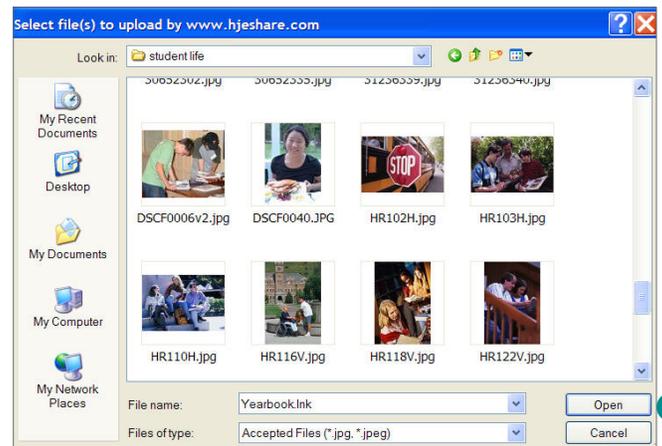
13 For each picture uploaded, enter:

The student's grade, names of everyone in the picture, and a description.

14 Click the Upload Images button.

15. A Success window will appear.

16 Click the Browse for Images button or exit the browser.



Rotate and save images prior to uploading. Also, avoid uploading unusable and poor quality images.

10 JPG or JPEG image files can be uploaded at a time. Any missing information will result in a validation error.

eShare Smart Phone

HJ eShare is a simple way for students, parents, teachers, coaches and others in the school community to upload pictures from an iPhone or Android for possible use in the yearbook. An access code, from your school's yearbook advisor, is necessary for picture uploads.

First Time Users

Contact your school's yearbook advisor for the access code.

Herff Jones eShare app for Smart Phone

1. Click on your iPhone.
Or the on your Android.
2. Search for the *hj eshare app*, *herff jones* or *eshare*.
3. Install the *hj eshare app*.



First time users:

4. Touch The HJ eShare Icon.
- 5 Touch OK on the welcome screen.
6. Enter your School Code. **BPMS**
- 7 Touch the Add button.
8. Your school name and contact will be added.
- 9 Touch the icon.
10. Enter all contact information.
Your contact information auto saves.

Upload an image:

- 11 Touch the Choose Image button.
12. Touch the OK button.
- 13 Check to accept the terms and conditions.
14. Touch Open Camera or Browse Images button.
15. Take or select your picture.
16. Touch the OK button.
17. Enter the picture identification.
- 18 Touch the Upload button.
19. Touch the OK button.