

Instructions for downloading images from the website

Please follow these instructions:

Go to the page holding the pictures you wish to download e.g. Finals Day 2016.

Click on any photo in the gallery, even if your photo is not immediately visible.

You should now see a single photo; the whole photo will be visible.

Page through the photos, use the arrows at the side if you are on a computer or swipe through the photos if you are on an iPad, until you find your photo.

If you are on a computer - with your photo visible move the cursor onto the right hand black area. You should see some symbols in the top right hand corner.

Click the curved arrow; this will give you a small menu.

Click on "Download Image".

You will get your computers normal facilities to save images. If this is Windows Explorer you can save your picture to the appropriate folder, this will complete the process.

If a second tab is opened with your picture displayed, place the cursor on the picture and right click on the "mouse" which will bring up a menu. Select the "save image" option which will then allow you to save the picture into your folder.

If you are on an iPad - with your photo visible you should see some symbols in the top right hand corner.

Click the curved arrow; this will give you a small menu.

Click on "Download Image" option.

This will create a new tab containing your picture.

Now touch the "share icon", which is the box with the arrow coming out of the top. This will give you options for saving the photo such as Mail or Save to iBooks. Choose your option and proceed, you should then be able to get you photo.