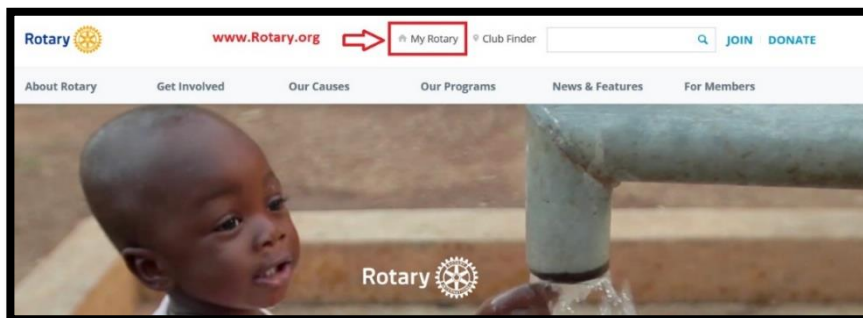


# HOW TO CREATE A PEOPLE OF ACTION “TOGETHER, WE...” PHOTO IN ROTARY BRAND CENTER AT WWW.ROTARY.ORG

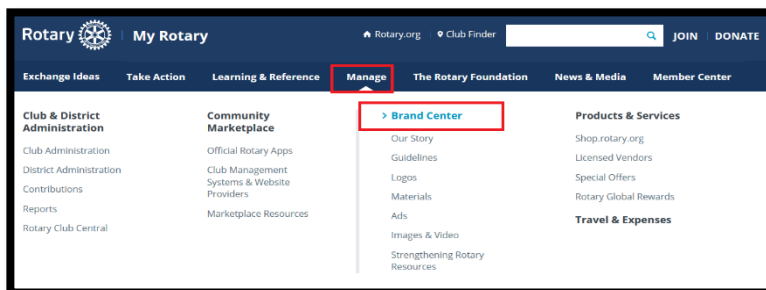
## STEP 1

www.Rotary.org,  
then “MY ROTARY”



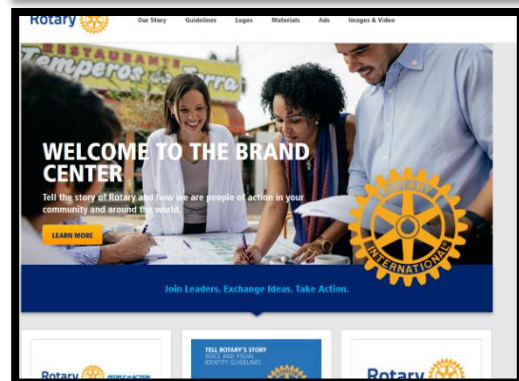
## STEP 2

Under “MANAGE”  
tab, Click “Brand  
Center”



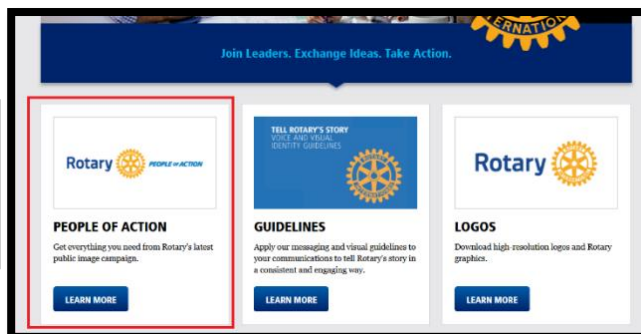
## STEP 3

Now you’re in  
BRAND CENTER!  
This is where you’ll  
find People of  
Action, Guidelines,  
Logos, Materials,  
Ads, and Videos &  
Images



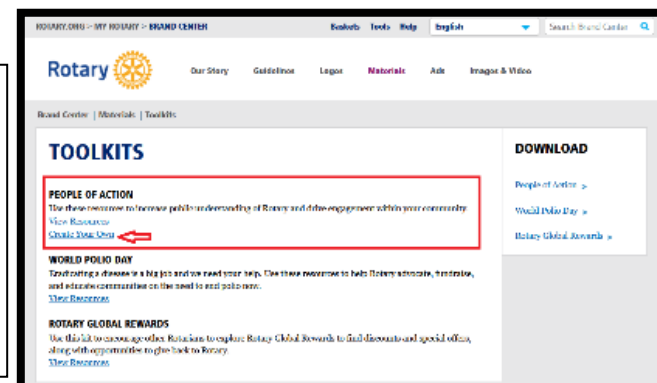
## STEP 4 – Scroll down to

“People of Action”  
• “Learn More” button



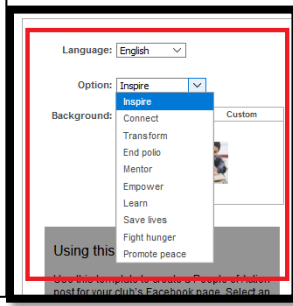
## STEP 5 – TOOLKITS

• Under “People of  
Action”, click  
“Create Your Own”  
(“World Polio Day” has  
lots of resources, and  
“Rotary Global  
Rewards” saves you \$\$\$



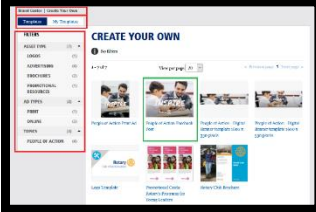
**STEP 6 – CREATE YOUR OWN**

- To create a People of Action photo, click “People of Action Facebook Post”.
- Note: Under “Filters” on the left side of page, those are the options for other items you can create.



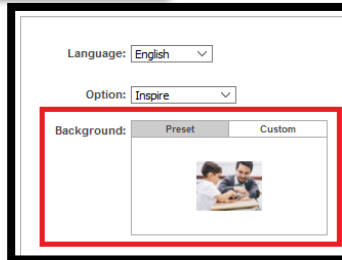
**STEP 7**

Click “Create” to get started.



**STEP 8**

Under the “Options” dropdown menu, select one of the ten Action Verbs



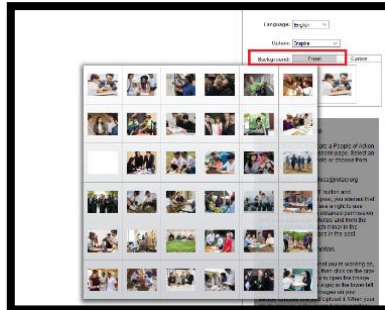
**STEP 9 – PRESET OR CUSTOM PHOTOS**

- You can use stock photos, or you can use “custom” which are your own photos that you upload.
- In the gray section, there are instructions.



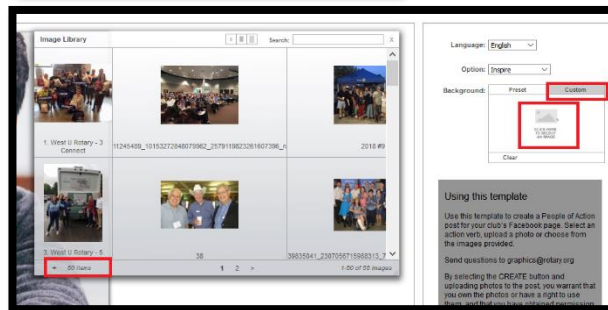
**STEP 10 – PRESET PHOTOS**

- Click on the photo shown as “Preset”, to open all the photos available for you to use.
- Select the one you prefer, based upon the verb you’re using. To change, click & select!



**STEP 11 – CUSTOM PHOTOS**

- Click “Custom”, and then click the “Click Here to select a photo”. If you haven’t ever uploaded photos, ou’ll be able to by clicking the “+” in the lower left corner. Then, select the photo, and it will appear with the POA overlay.



**STEP 11 – “REFOCUS”**

- You can slightly adjust your photo so the POA overlay doesn’t cover faces, etc. by clicking Refocus. When you crop the top or bottom, the photo will move up or down.



**Rotary District 5890 Public Image Committee Co-Chairs:**

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