

Sellers & Submitters Guide

**A GUIDE TO SUBMITTING AND SELLING PHOTOGRAPHS ON  
SOLAR TERRESTRIAL DISPATCH'S  
IMAGE GALLERY**

**DISCLAIMER:**

**By making use of this service, you agree to indemnify Solar Terrestrial Dispatch (STD) for anything and everything related to this service. You understand that STD does not guarantee that all images will remain on the gallery permanently (although we will try our best to maintain them), nor does STD make any guarantee that this service will remain available indefinitely or continuously. STD reserves the right to delete any image from the Image Gallery without warning or explanation to the owner. This service is provided AS-IS, as a service to the amateur and professional photographers.**

This guide is intended to provide individual photographer's with the information necessary to begin submitting and selling images at the Solar Terrestrial Dispatch (STD) Image Gallery, located at: <http://www.spacew.com/gallery>

This is a first generation document and may occasionally need to be revised. Check the web page at: <http://www.spacew.com/gallery/sellersguide.pdf> now and then for newer copies of this guide. If revisions are made, the associated date in the upper-right corner of this page will change.

**STEP 1 – OBTAIN AN ACCESS CODE**

Obtain an access code from Solar Terrestrial Dispatch that will allow you to post images to the Image Gallery. If you already have an access code, you may skip to STEP 2.

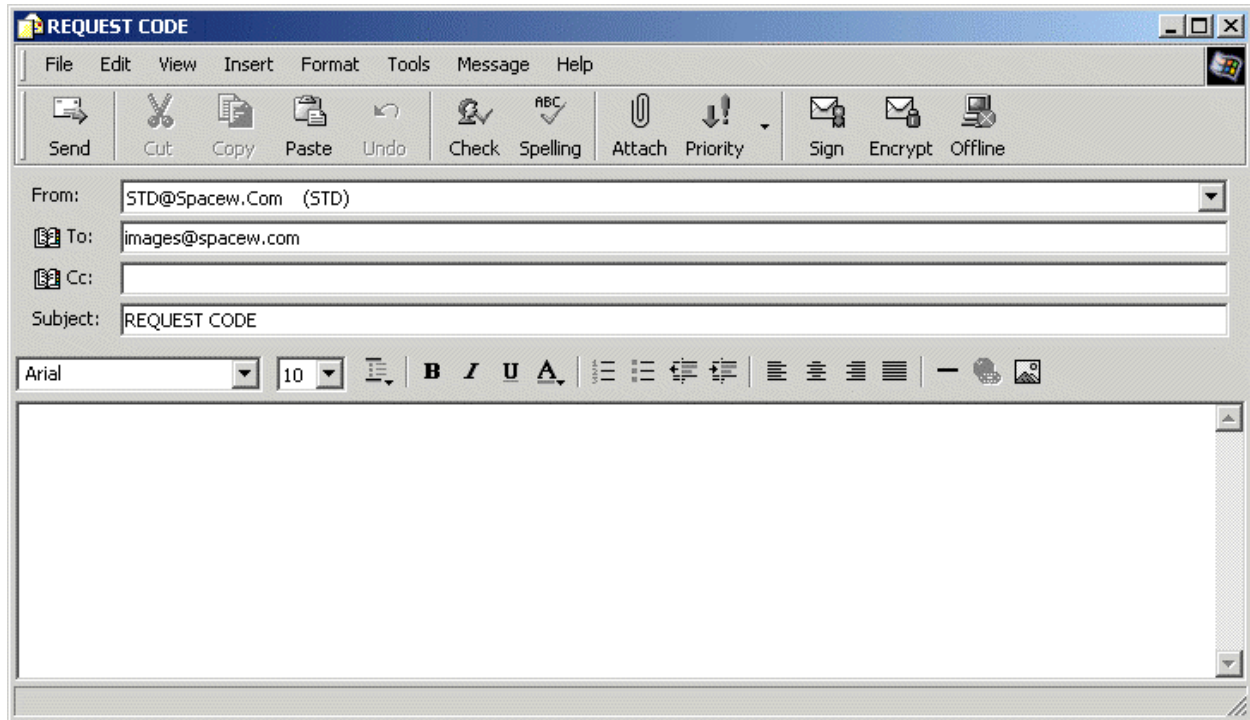
**IMPORTANT:** Your access code **MUST BE KEPT SECRET**. Your access code not only allows you to store images on the image gallery - it also allows you to delete images from the image gallery. If you allow your access code to become public knowledge, others will be able to delete your images and/or modify details with respect to your images (perhaps even including payment details)! If you suspect someone else may have obtained your access code, contact: [STD@Spacew.Com](mailto:STD@Spacew.Com) immediately so a new code may be generated for you.

To obtain your access code, send an e-mail to: [Images@Spacew.Com](mailto:Images@Spacew.Com) and include, as the SUBJECT of the message, this command (all in UPPER-CASE):

REQUEST CODE

The body of the message will be ignored by the server. Remember, case **is** important. Your request will be ignored altogether if the subject of the message does not contain the phrase "REQUEST CODE" (excluding the quotation marks).

Within a couple of minutes, the server should respond to your request and e-mail you back your access code. This 7-digit code is yours and provides you (and only you) with access to publish imagery in the gallery at <http://www.spacew.com/gallery>.



(The image above shows how to send a request for an access code using Outlook Express.)

## STEP 2 – OBTAIN AUTHORIZATION TO SELL IMAGES IN THE GALLERY

Before you can sell images in the gallery, you **MUST** obtain authorization from Solar Terrestrial Dispatch. There is a **one-time** authorization fee that must be paid to Solar Terrestrial Dispatch. Thereafter, and for as long as the STD web site exists, you are granted authorization to sell your photographs.

To obtain and pay for your authorization, visit:

<http://www.spacew.com/gallery/authorization.html>.

We encourage you to make your payment as indicated at this URL. While you are at it, establish your PayPal account and submit your authorization payment at the same time. This will be good

experience for you, since you will be required to obtain a PayPal account anyway before selling photographs on our Image Gallery.

PayPal is the world's most popular and best recognized source for sending and receiving payments through the Internet. They have handled over \$6 Billion dollars in Internet transactions and are widely recognized as the most secure method for accepting credit-card transactions. All you require to establish an account with them is a credit card and an e-mail address to which customers may send their payments. The rest is automated and highly effective.

### **STEP 3 – PUBLISH ONE OR MORE IMAGES TO THE IMAGE GALLERY**

**(No Selling Information Included)**

To publish images containing seller information, skip to STEP 4 **if you are already familiar with the procedure of sending images**. Otherwise, please read this step or you won't understand STEP 4.

Please Note: Sending images via e-mail may trigger some virus scanners into deleting the image (without your knowledge). You may need to disable your virus scanner from scanning outgoing e-mail if your attempts to publish images fails.

To publish images in the gallery at <http://www.spacew.com/gallery>, follow these steps:

1. Obtain an access code (read the instructions above). Keep in mind that the access code you choose will only work from the same e-mail address that was used to obtain it. For example, if you request an access code by sending a request from your an e-mail account named john@doe.com, then submitting images from any other location except doe.com will not work. Only images submitted from john@doe.com will work.
2. Using your e-mail program, send an e-mail to: [Images@Spacew.Com](mailto:Images@Spacew.Com).
3. The SUBJECT of your message is the TITLE of your image that others will read when they look at the gallery.

**!!!VERY IMPORTANT!!!**

4. The FIRST LINE of the body of the message **\*MUST\*** contain your access code (and only your access code) on the line by itself.

#### **How to Set a Theme to your Image**

If you know the Theme or Category that you image falls in (ex. aurora, comets, lightning, etc.), you can specify the theme that your image belongs in by appending a semicolon to the access code followed by the name of the theme. For example, if your

access code is 1234567 and you wanted to publish an image of comet Hale-Bopp, the first line of your e-mail message would be: 1234567;comets

When specifying the theme or category, case is not important, but spelling is. Please check the gallery for existing themes. If one matches the theme of your image use that theme (including the exact spelling).

If none of the themes present fit your image, you can create your own theme by typing in a new theme name after the semicolon. For example, if your image was of the planet Mars, you might want to create a new theme by the name of "Planets" by typing in the first line as follows: 1234567;planets

You do not have to specify a theme. If you choose not to, your image will automatically be placed within a "General" theme category.

5. The **SECOND LINE** of the body of the message marks the **BEGINNING** of the description for your gallery image. This is the description (below your title) that others will read when they view your image in the gallery. Describe your image or the conditions that led to you obtaining your image. Also please make sure you include the type of photographic equipment you used to take the picture, as well as the equipment settings (type of film, exposure settings, etc) as a courtesy to those who are interested in your image(s). You may also want to consider placing some sort of copyright notice in your image description if you don't want others to make use of your images without your permission. Our web page contains a standard disclaimer at the bottom that is intended to inform all visitors that all images are copyrighted by their respective owners. But a more explicit copyright notice in the image description may be worth considering.

6. **Attach \*ONE\* image** to the e-mail message as a **FILE ATTACHMENT**. **!!! IMPORTANT !!!** Only GIF, JPEG and PNG type images may be submitted to the gallery. Make sure your image is in one of these three formats before sending it to us, or our server may ignore your submission. **ALSO**, please try to keep your image sizes in the neighborhood of less than 800 to 1000 pixels in horizontal width. Larger images are fine if you feel the aesthetic quality of the image would be compromised by shrinking it. It is simply easier to display in the gallery if the image size is constrained to horizontal sizes less than 600 to 800 pixels.

7. Double-check to be certain you have entered your access code correctly on the first line of the body of your e-mail message. When you are sure the title of your image (in the subject of the message) and the content of your image description is accurate, send the e-mail message. It is **IMPORTANT** to make sure everything is correct, because once you send your message, there is no way to modify or delete

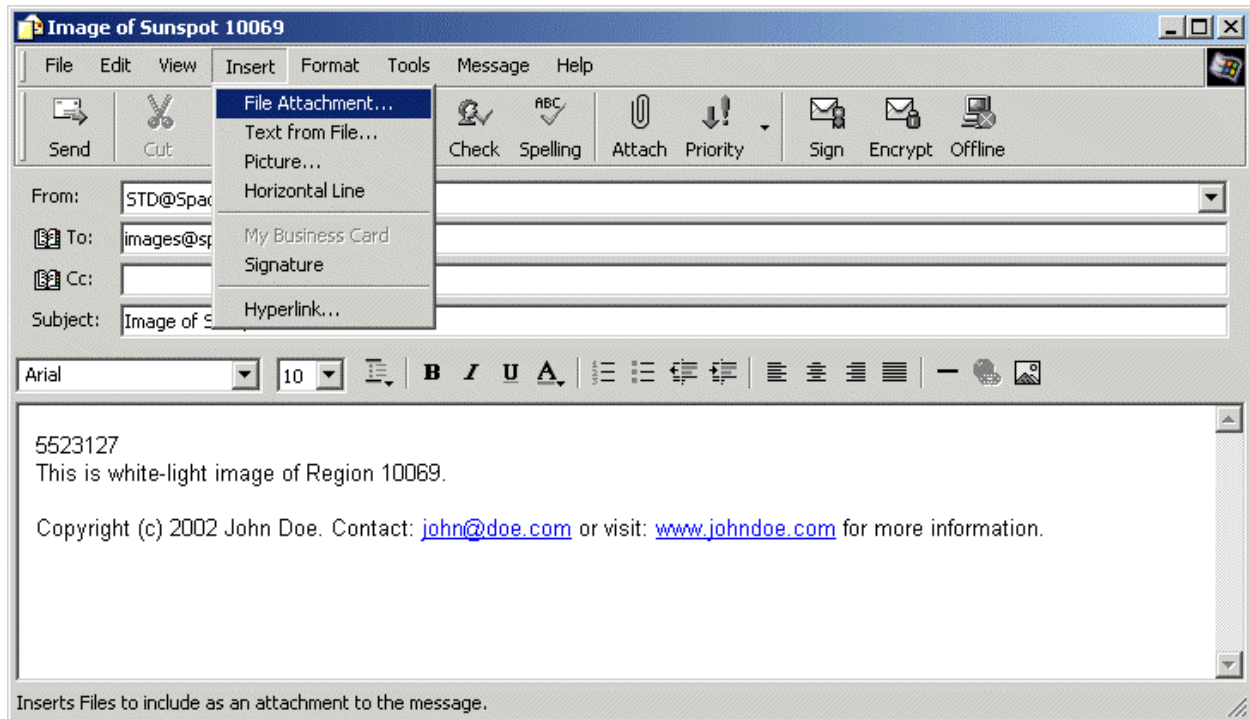
the content of your image. Your only recourse would be to republish your image if you make a mistake. This not only wastes bandwidth, but it places unnecessary loads on our server. So please try your best to make sure your image and the content of your e-mail message are correct. In the future, we may provide better controls for modifying the image content.

8. Within a few minutes, if all goes well, your image will appear in the gallery. Go to: <http://www.spacew.com/gallery> and see if it is there. If it isn't, wait another minute and then click on the Refresh button in your web browser. If, after some time, your image still won't appear, check to make certain the format of your e-mail is correct. Re-read these instructions. If it still fails to work, contact: [STD@Spacew.Com](mailto:STD@Spacew.Com).

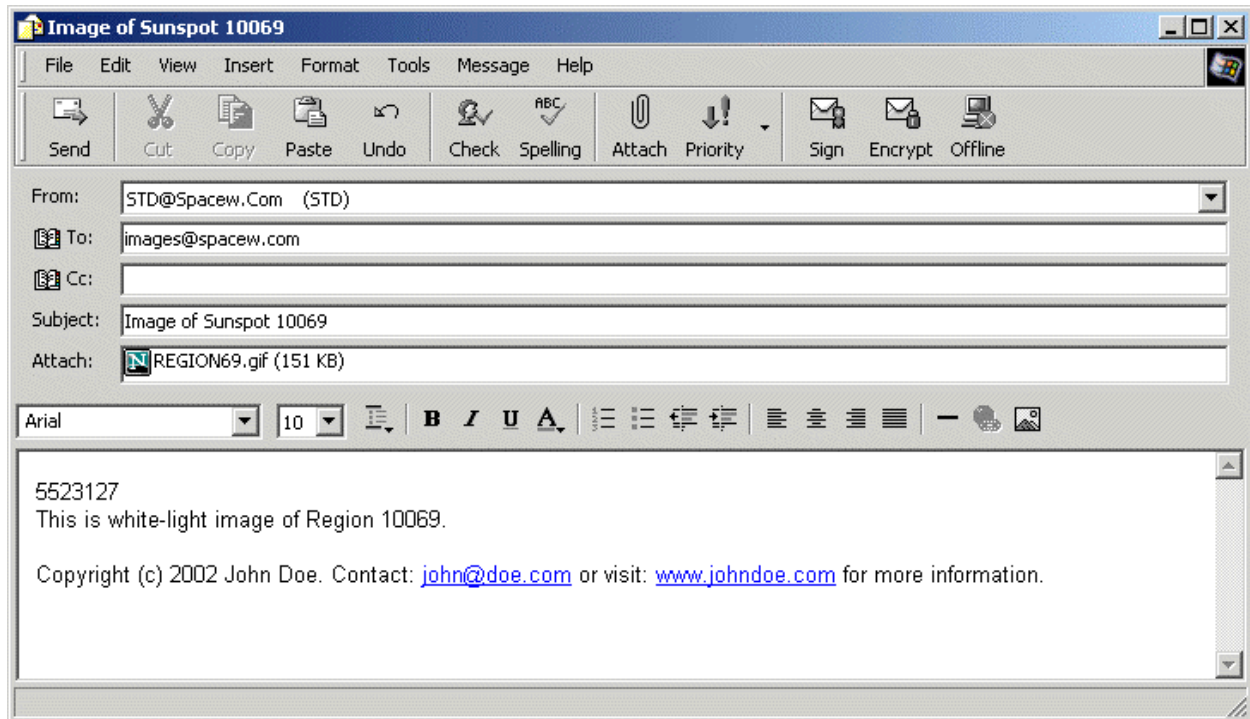
Before publishing images on our web site, please note that the following information will appear on our web site, attributing the image to you:

1. Your name (as it appears in the "From:" header of your e-mails) will be included. Your e-mail address will NOT be displayed in the gallery.
2. The time our server received your submission will be included (in UTC time).
3. The subject of your e-mail message will be converted (verbatim) into a TITLE for your image.
4. The SECOND and subsequent lines of the body of your message will be converted into text that describes your image. If your e-mail software normally includes a signature at the end of your message, please be aware that the signature will also appear as part of your image description. Check your signature to make certain no sensitive information is included there (ex. phone numbers, FAX numbers, your home address, etc), or make certain the message you submit to our server does not contain a signature.

A SAMPLE SCREEN-CAPTURE showing how to send an image using Microsoft's Outlook Express is included below:



(Everything in the above e-mail sample is ready - sending to: image@spacew.com; subject contains the image title, and the body of the message describes the image. All that is left to do is attach the image. This sample shows which menu item to use to attach the image. Note that this submission does NOT include a Theme (there is no semicolon or theme definition following the access code). As a result, this image would be placed within the General theme category.)



(This sample image shows the completed message all ready to send. Notice that the first line of the body of the message contains the access code that we received in the first step above. After sending this message)

**ONE FINAL NOTE:** Our server will only accept e-mails that are encoded with plain/text. Most e-mail software allows you to send e-mails containing both plain/text portions as well as HTML encoded portions for the body of the message. They also allow you to turn off the plain/text portion so that only pure HTML code is sent as the body of the message. Our server requires that you have plain/text portions included in your e-mail. Otherwise, your image will be stripped of a title and/or descriptive text. You may want to check your e-mailer's settings before submitting images.

## **STEP 4 – PUBLISH ONE OR MORE IMAGES TO THE IMAGE GALLERY**

### **(Including Seller Information)**

This is the step you should follow to submit images to the Image Gallery containing information that will allow a prospective buyer to click on a button that will allow them to pay via PayPal. This step gives you full control over the PayPal payment process – from setting a price and product name to the text that is displayed along-side the button that appears in the Image Gallery.

#### **\* Important \***

**You MUST have a PayPal account to accept payments through this service. If you don't have one yet, go to <http://www.paypal.com> and sign up. All you need is a credit card and an e-mail address. It's simple, fast, and effective.**

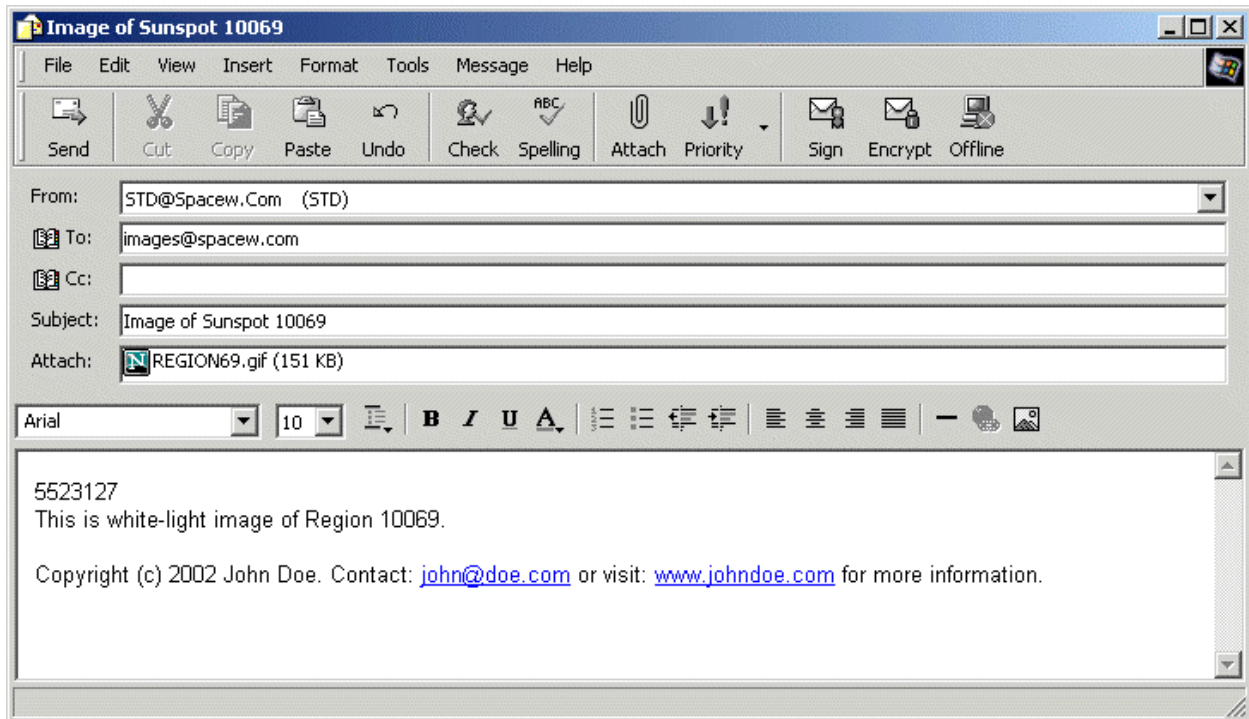
If you have never submitted an image to the Image gallery, we **strongly recommend** that you **first** try to submit an image using the information in STEP 3 above. After you have submitted an image and know how the interface works, try submitting an image with a button for accepting purchase payments using the instructions that follow. If your submitted image or the associated text and/or payment button don't look appealing to you, either delete the image (instructions for doing this follow later in this document), or replace the image (again, instructions may be found later).

### **FOLLOW THESE INSTRUCTIONS WITHOUT DEVIATION**

Prepare to submit an image to the Image Gallery following the same guidelines and procedures established in Step 3. But **BEFORE** you click on the Send button to submit your image to the Image Gallery, edit the BODY of the message as follows.

The following discussion assumes that you have an image ready to sell on the Image Gallery. It further assumes that you have started your e-mail to submit the image.

Before reading on, your e-mail message should be at a state similar to the following:



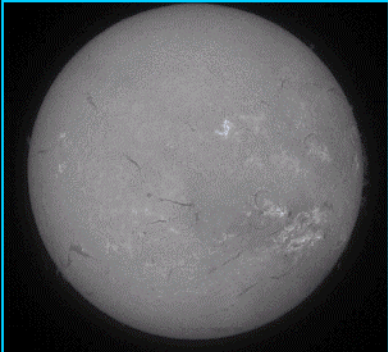
Without any additional information, the image identified above as an “Image of Sunspot 10069” would be placed on the Image Gallery **without** any seller information.

The instructions that follow show you how to make changes to the text of your submission so that purchases can be accepted through the use of a “**Buy Print**” button, as illustrated in the sample below:

## Astronomical and Aurora Images

**New Solar Image**

Submitted by: STD at Sun Oct 13 07:35:37 2002 UTC



This is an image of the Sun, provided only for demonstration purposes to illustrate how a "Buy Print" button can be added to the text describing an image.

To purchase this image, please follow the directions below:

High quality glossy 8x10 Print: \$65.00 USD. [Buy Print](#)

Text following the Seller Information Block appears as part of the normal image description. Note that double spacing the description of an image results in a blank space being placed in the image description.

## DEFINE A BLOCK OF TEXT AS A “SELLER INFORMATION BLOCK”

In the body of your e-mail message, determine the location where you want the “*Buy Print*” button to appear. On the next immediate line in your e-mail message, insert the following command (this command will not appear on the web page – it is interpreted by our Image Server):

<SELL>

This command **MUST be on a line by itself!**

It defines the text that follows as a Seller Information Block, which is the section that defines the information required by PayPal to process purchase requests.

The end of the Seller Information Block is defined by inserting the command:

</SELL>

on a line by itself. When this command is encountered, the Seller Information Block is converted into a “*Buy Print*” button and displayed on your web page for people to click on and purchase your photograph.

Only **one** item (one price) may be included in a Seller Information Block at one time. You may have multiple blocks defined in a single e-mail message so people could choose whether they want to purchase 5x7 prints or 8x10 prints, etc. But there must not be nesting of blocks. That is, you cannot do this: <SELL>...blah blah... <SELL>... blah blah...</SELL></SELL>. This is called *nesting* and is **not** permitted.

On the line **immediately following the <SELL> command**, the following four additional commands must appear. They must each be on their own separate lines. The order they appear in is irrelevant.

**business\_email:**  
**product\_name:**  
**product\_number:**  
**price:**

Note that there is an **underscore** between “business” and “email”. Those are not spaces. Also, you **must include a colon “:” immediately after the command!** No spaces must separate the command from the colon.

For example, if the e-mail address that I accepted PayPal payments from was [john@doe.com](mailto:john@doe.com) and I was selling an 8x10 print of the sun, I would edit my e-mail message to include a Seller Information Block as follows:

<SELL>

business\_email: [john@doe.com](mailto:john@doe.com)  
product\_name: 8x10 Glossy Print of the Sun  
product\_number: 8x10 Glossy Print of the Sun (my image #52012)  
price: 65.00

Each of these commands are described in detail below:

**business\_email:**

This command specifies the e-mail address you have assigned to use for receiving PayPal payments. You determine this when you set up your PayPal account.

**product\_name:**

This command defines the name of the product you are selling. This is the product name that your buyers will see when they click on the ***Buy Print*** button and are taken to the PayPal payment site.

**product\_number:**

This command is for your reference. When someone purchases a product from you, PayPal will send you an e-mail notifying you that payment was received for the product described by this command. If you serialize your images, you might want to include the serial number here so you can more easily find the photo to print for your customer.

**price:**

This command defines the price of your product, in United States Dollars (USD). Your local bank can tell you the exchange rate for converting between USD and your local currency. **Be smart in choosing a price.** We recommend establishing a price that is sufficient to cover shipping charges to overseas locations. You don't want to end up on the short end of the stick. This command does **not** need and should not contain the \$ symbol prepended to the price. A price of \$65 should be defined like this: price: 65.00. PayPal may allow you to figure in shipping and handling charges. But to simplify things, we recommend charging a fee that is sufficient to cover overseas shipments. Overseas's shipping is usually just a few dollars extra anyway. The reason we suggest this is because our system does not (and will not) allow for varying shipping charges on a per-item basis. PayPal's interface doesn't allow this because shipping charges are set up differently at PayPal.

Failure to include these commands (using the same spelling and placement of underscores and colons) will result in our server rejecting the Seller Information Block and stripping it from your image submission. The result will be that a ***Buy Print*** button will **not** appear with your image. You may need to either delete and resubmit the image with the proper syntax, or replace the image with the proper command syntax.

None of this information is visible on our Image Gallery. Not even the product name and product number (or price) information is visible. To display that information, another command must be added on a line by itself:

```
<TEXT>
```

This command places descriptive text immediately to the left of the “*Buy Print*” button on the Image Gallery. It allows you to provide details regarding the particular product that the button applies to.

Consider the following example e-mail image submission. The text of the e-mail appears inside the dashed lines below:

```
-----  
1234567;solar  
This is an image of the Sun, provided only for demonstration purposes to  
illustrate how a "Buy Print" button can be added to the text describing an  
image.
```

To purchase this image, please follow the directions below:

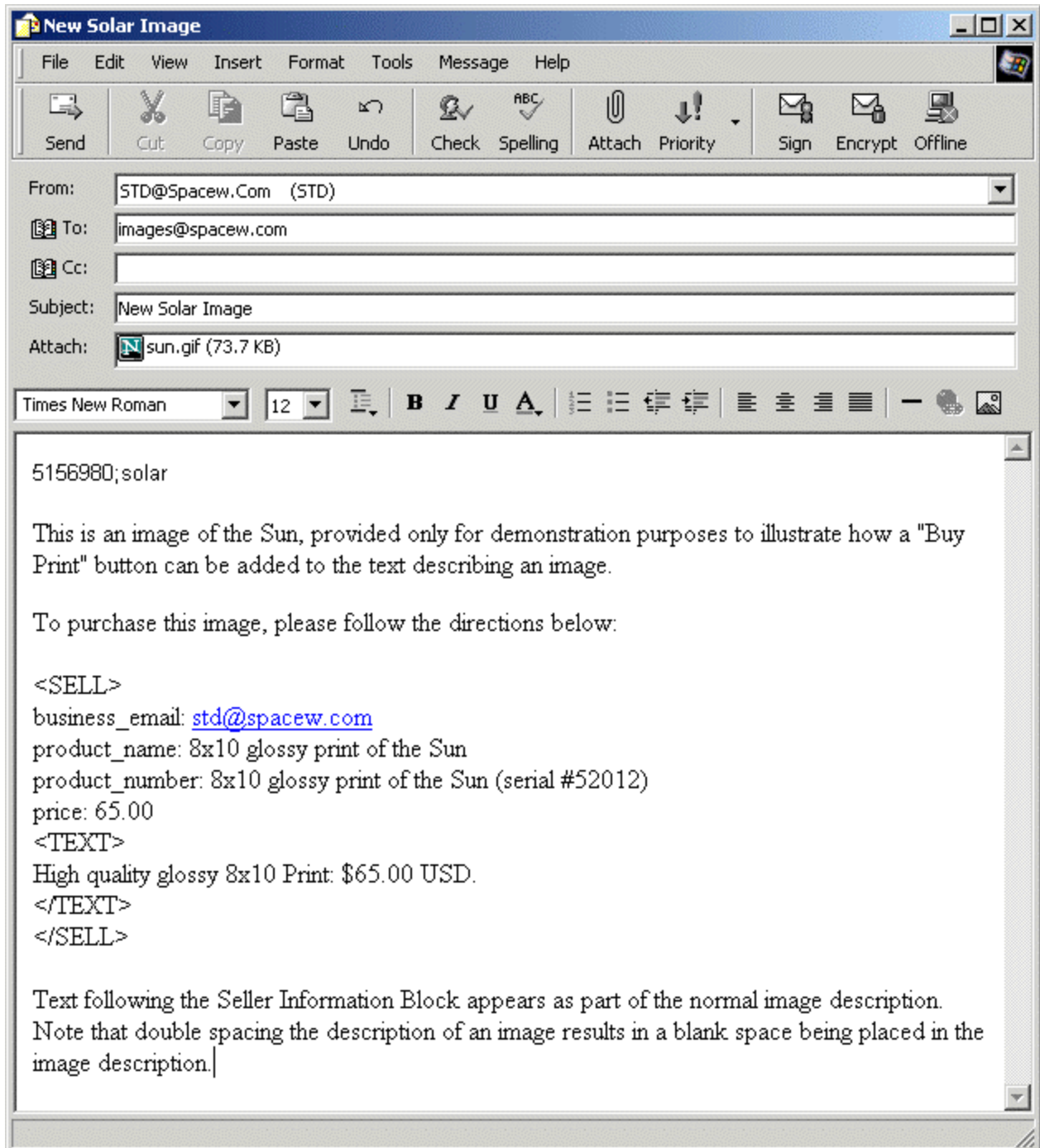
```
<SELL>  
business_email: std@spacew.com  
product_name: 8x10 glossy print of the Sun  
product_number: 8x10 glossy print of the Sun (serial #52012)  
price: 65.00  
<TEXT>  
High quality glossy 8x10 Print: $65.00 USD.  
</TEXT>  
</SELL>
```

Text following the Seller Information Block appears as part of the normal image description. Note that double spacing the description of an image results in a blank space being placed in the image description.

```
-----
```

Notice that we terminate the text block with a corresponding </TEXT> command. We then terminate the entire Seller Information Block with a corresponding </SELL> command.

The e-mail as it appears in Outlook Express prior to sending is shown below:

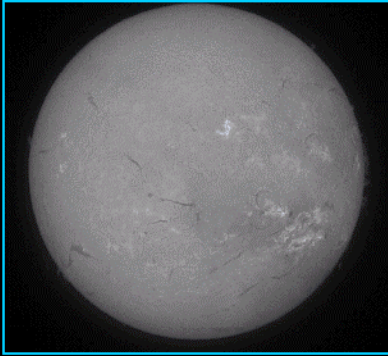


When our server receives this request, it will place a ***Buy Print*** button next to our image (on our main web gallery page as well as in our personal gallery area). It would look like something like the following to someone browsing the gallery:

# Astronomical and Aurora Images

## New Solar Image

Submitted by: [STD](#) at Sun Oct 13 07:35:37 2002 UTC



This is an image of the Sun, provided only for demonstration purposes to illustrate how a "Buy Print" button can be added to the text describing an image.

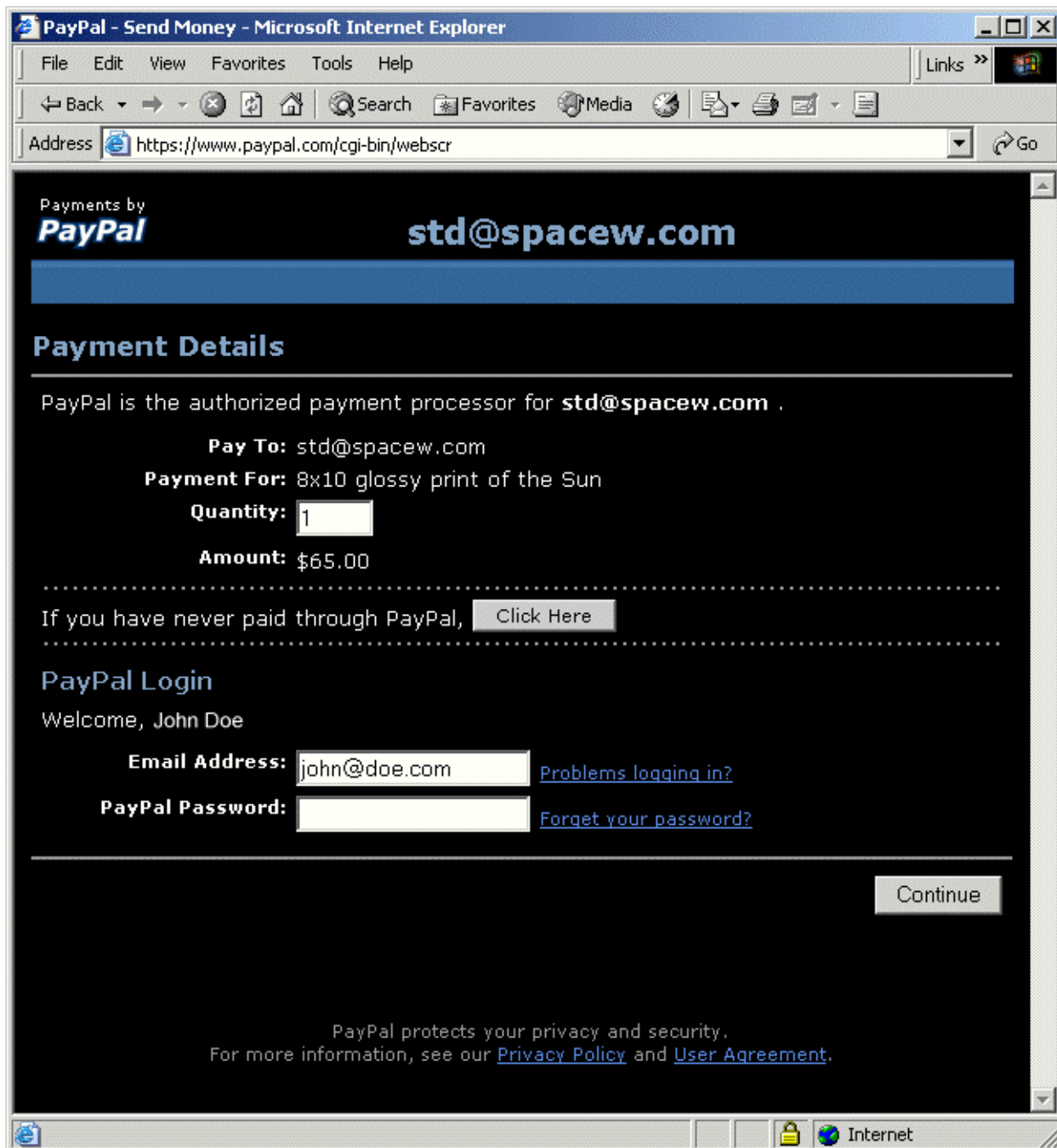
To purchase this image, please follow the directions below:

High quality glossy 8x10 Print: \$65.00 USD. [Buy Print](#)

Text following the Seller Information Block appears as part of the normal image description. Note that double spacing the description of an image results in a blank space being placed in the image description.

To purchase the print, all one would need to do is click on the "**Buy Print**" button and they would be taken immediately to PayPal's site and presented with information for purchasing this image.

A sample PayPal screen that would be displayed to the person interested in ordering your photo is shown below. The same information supplied in the sample e-mail above was used to generate these results.



From here, the person would be able to purchase your print after completing a few simple steps. Notification of payment received would then be immediately sent to the owner of the photograph so the order could be completed.

## IMPORTANT

It is vital that, as a seller on our Image Gallery, you check your e-mail frequently (at least once a day) to make certain that no orders for prints have been received. You are obligated to respond to

orders as quickly as possible. Doing so will improve your reputation and will also prevent people from asking for their money back.

## IMBEDDING MULTIPLE BUTTONS ON A SINGLE IMAGE

If you wanted to provide people with the option to purchase several different sizes of prints (ex. 5x7 or 8x10, etc), you could imbed multiple `<SELL><TEXT></TEXT></SELL>` Seller Information Blocks within a single e-mail message – with appropriate text to help define the properties, product names and prices associated with each button.

Please note that the `<SELL>` and `<TEXT>` commands do **not** have to be in upper-case. They can be in mixed case or all lower-case.

For example, the following e-mail submission is valid (only the body of the message is shown):

-----  
This is an image of the Sun, provided only for demonstration purposes to illustrate how a "Buy Print" button can be added to the text describing an image.

To purchase this image, please follow the directions below:

```
<sell>
business_email: std@spacew.com
product_name: 8x10 glossy print of the Sun
product_number: 8x10 glossy print of the Sun (serial #52012)
price: 65.00
<text>
High quality glossy 5x7 Print: $65.00 USD.
</text>
</sell>
```

```
<sell>
business_email: std@spacew.com
product_name: 5x7 glossy print of the Sun
product_number: 5x7 glossy print of the Sun (serial #52013)
price: 25.00
<text>
High quality glossy 5x7 Print: $25.00 USD.
</text>
</sell>
```

Text following the Seller Information Block appears as part of the normal image description. Note that double spacing the description of an image results in a blank space being placed in the image description.

-----  
Notice that lower-case text is used for the `<sell><text></text></sell>` commands. This is fine.

This e-mailed image submission would display two buttons on the image, one below the other. The top button would have text linking the button to the 8x10 glossy print of the Sun, while the

bottom button would contain text linking the button to the 5x7 glossy print of the Sun. The top button, if clicked, would sell the 8x10 print for \$65 USD and the bottom button would sell the 5x7 print for \$25 USD.

## FINAL STEP 5 – TEST YOUR SUBMISSION

This is a **critical** step to make sure that your payment information has been entered and accepted correctly by our server.

Several minutes after submitting your image with the payment information included in the body of the e-mail message, your image should appear on our Image Gallery. If everything was entered correctly and accepted by the server, your image description should be annotated with one or more “**Buy Print**” buttons.

Test each of these buttons by clicking on them. Wait until your web browser takes you to the PayPal payment site. When you arrive there, check to make certain that:

- Your e-mail address is **exactly the same** as the e-mail address you are using to accept payments from through PayPal.
- The product name and description that is displayed is appropriate for the button you clicked.
- The price of the product you are selling is correct for the button you clicked.

If anything is incorrect or is missing, examine the e-mail you sent (it can usually be found in your “Sent” mailbox folder) and try to determine what you may have typed in the e-mail message that would have resulted in the incorrect description. If you can’t locate the problem, contact: [STD@Spacew.Com](mailto:STD@Spacew.Com) for assistance. In 99% of the cases, the problem will be operator-error. Make sure you have read these instructions **carefully** and step-by-step before contacting STD.

If you are not happy with the submission, you can delete the image by sending the appropriate DELETE IMAGE command to the server (see below) and then resubmit the image again with the corrected information. Or you may replace the image by sending a REPLACE IMAGE command to the server (see below) with the corrected seller information.

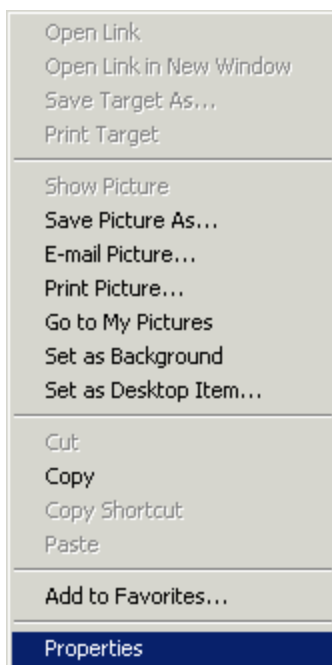
After sending the corrected image to the server, retest the buttons by following these instructions again.

If everything is acceptable, sit back, make use of the other features of the gallery (ex. establish a Home Page URL (see below) that you can use to advertise to others), and wait for the purchases.

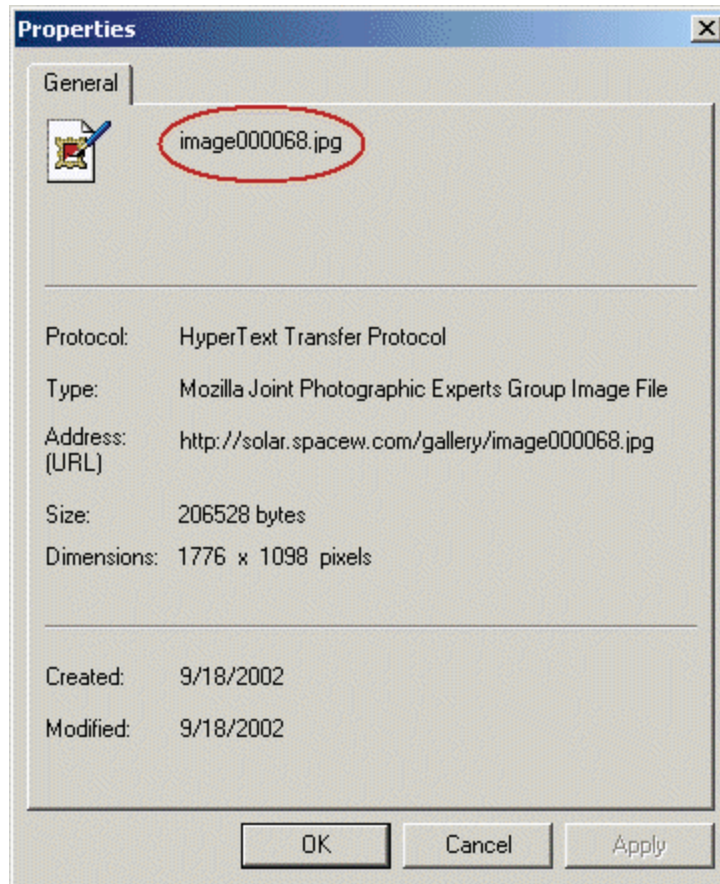
## DELETING IMAGES FROM THE GALLERY

The process for deleting images from the gallery is almost identical to the procedure for obtaining an access code, except some additional information must be supplied in the e-mail that you send to [images@spacew.com](mailto:images@spacew.com). Here is how to delete an image:

1. Send an e-mail to: [images@spacew.com](mailto:images@spacew.com)
2. Set the SUBJECT to: DELETE IMAGE  
(NOTE: Case \*IS\* sensitive, so the subject MUST be in all upper-case or your request will be ignored.)
3. The FIRST line of the BODY of the message must be your personal access code that you received earlier. The SECOND line of the body of the message must be the name of the image you want to delete. You can determine the name of the image from the gallery by using your web browser and RIGHT-CLICKing on the image you want to delete, then select the Properties option when the drop-down menu appears:



This is the menu that appears under Internet Explorer if you right click on an image in the gallery. By selecting the Properties option, the name of the image and other relevant information appears:

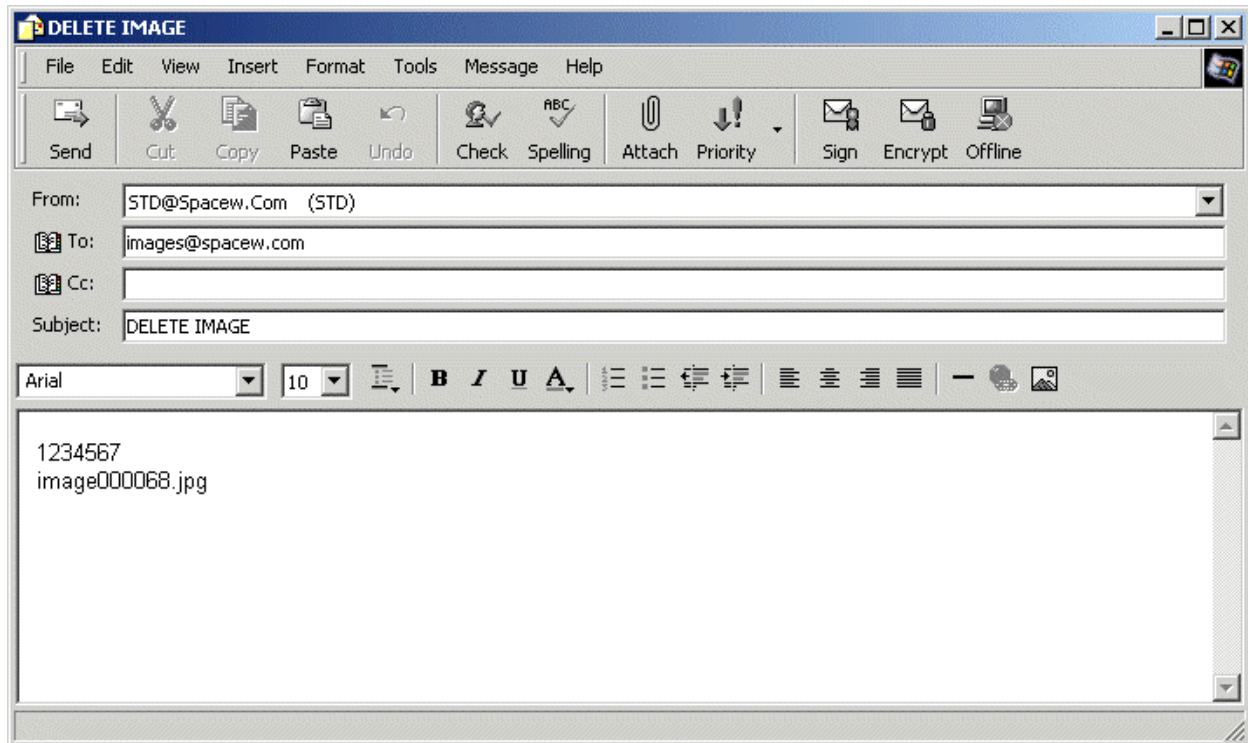


The name of the image is circled in red above. Insert this name as the **SECOND** line in the body of the message you send.

4. Click the **SEND** button to send your request to the `images@spacew.com` server.

If you are the owner of the image (as defined by your access code), then the server will delete the image from the gallery and send you a notice via e-mail that the operation was completed successfully. If you are not the owner of the image, if you mistyped the name of the file, or if you mistyped your access code, the server will send you an e-mail complaining that it was unable to fulfill your request.

A sample fictitious e-mail message sent to the server to delete the above image would appear something like the below screen-capture in Outlook Express:



## REPLACING IMAGES IN THE GALLERY

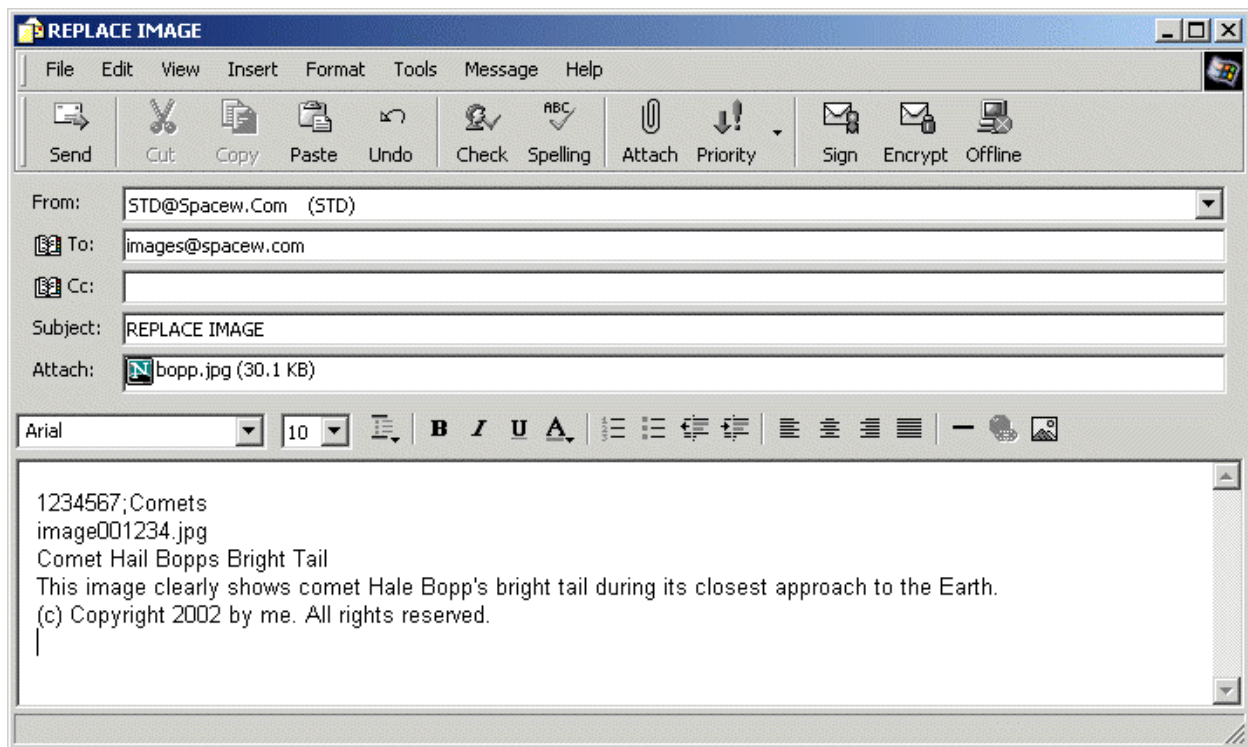
To replace an image in the image gallery, follow these steps:

1. Find the name of the image you want to replace. Browse through the gallery until you find the image. Then click on it. When the non-thumbnail image appears, right-click your mouse button on the full-sized image and select the Properties option from the drop-down menu. The name of the image file will appear (ex. "image000789.jpg").
2. Send an e-mail message to: [images@spacew.com](mailto:images@spacew.com)
3. The SUBJECT of the message should be: REPLACE IMAGE
4. The FIRST LINE of the BODY of the message must be your access code. To change the THEME of the image you are replacing, append a semicolon to your access code and type in the name of the new theme. For example: 1234567;Flares
5. The SECOND LINE of the body of the message must be the name of the image you are replacing (as you determined from step 1 above).

6. The THIRD LINE of the body of the message must be the NEW TITLE for your the image you are replacing.
7. The FOURTH AND SUBSEQUENT LINES of the body of the message describe the image.

SEND this image to: Images@Spacew.Com. If all goes well, the server will automatically replace the image in the gallery with the image you submitted, provided you own the image you are replacing, the image you named actually exists, and your access code was given correctly.

A sample screen-capture of an Outlook Express e-mail message ready to send to the image server is shown below. This example shows how to replace the image named: image001234.jpg with the image attached.



Replacing images retains all of the hit statistics for the image being replaced. It is better to replace images than it is to delete and then resubmit images because the image being replaced maintains its current position.

Please note that you can replace an image containing Seller Information Blocks just as easily as replacing any other image – just make certain the Seller Information Blocks are imbedded in the e-mail message appropriately (see STEP 4).

## OBTAINING HIT STATISTICS FOR YOUR IMAGES

During the course of time, a considerable number of people may visit the Image Gallery and look at your images. Our server tracks and counts each time someone views your images. Every 15 minutes, the image server updates the number of hits each image in the gallery receives. This is valuable information for the owners of the photographs that are placed on our server (and it's fun to know that your images are being viewed).

There are TWO ways to obtain statistics for images you post on the Image Gallery:

- One image at a time, or
- For ALL of the images that you own on the Gallery.

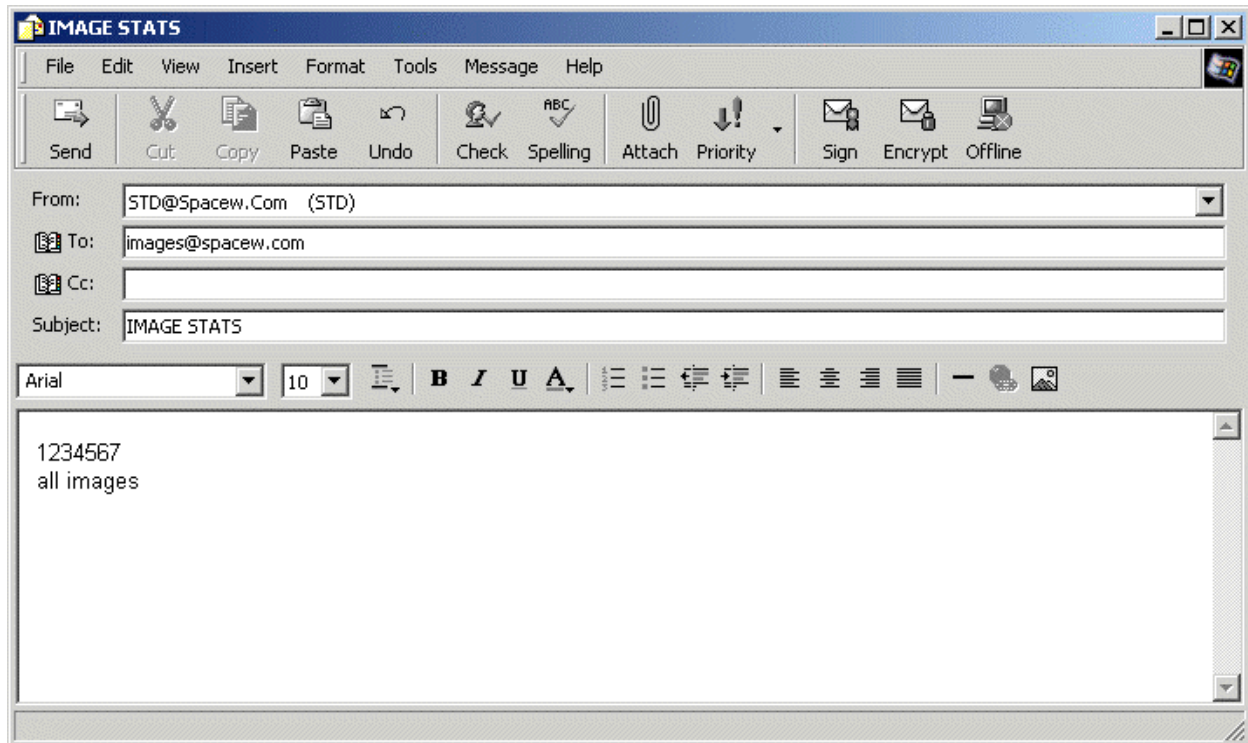
To determine how many times your images have been hit (viewed) by people on the Internet, follow this procedure:

1. Send an e-mail to: [images@spacew.com](mailto:images@spacew.com)
2. Set the SUBJECT of the message to: IMAGE STATS
3. As the FIRST LINE of the BODY of the message, type in your access code, including any leading zero's. As the SECOND line of the body of the message, include one of the two commands:
  - all images
  - imageXXXXXX

where 'imageXXXXXX' is the name of the image (as described above in the section on Deleting images - [review that section now](#) if you don't understand how to find out what the name of your image is) and XXXXXX is a unique 6-digit number that is part of your image name.

The first command "all images" will cause the server to send you an e-mail containing the hit statistics for ALL of your images. The second command variant will return statistics only for the image you indicate.

A sample e-mail message requesting the server to return statistics on all of the images owned by STD@Spacew.com is shown below:



## SETTING UP YOUR OWN HOMEPAGE URL

When someone clicks on an image you have submitted to the image gallery, the server automatically displays your image along with thumbnail images of every other photograph you have submitted to the gallery. This web page contains **ONLY** images that you have submitted to the gallery. As a result, it represents your own personal web page. However, the URL used to access your web page may not be that easy to remember (ex. it may be something like: <http://www.spacew.com/gallery/image000114.html>).

It is possible to set a unique name for your web page that will be easier for remember and to share. For example, it is possible to instruct the server to set up a web page named "JohnDoe" that points to <http://www.spacew.com/gallery/image000114.html>. In other words, instead of typing: <http://www.spacew.com/gallery/image000114.html> to access your personal web page, you can instruct the server to change this so that you can access this same web page by going to: <http://www.spacew.com/gallery/JohnDoe>.

In addition, you can set any of your images as the main lead-image for your web page. Simply determine the name of the image in the gallery (ex. "image000114.jpg") and reference that name when you submit your command to the image server. Instructions on how to do this will follow below.

The only requirements for establishing your own customized homepage name are:

- a) possess an access code ([see above](#) for details),

- b) have an image in the gallery that you can use to set as your main lead image,
- c) own the image that you request to set as the main lead-in image.

To set up or change your homepage name, follow these instructions:

1. Send an e-mail to: [images@spacew.com](mailto:images@spacew.com)
2. Set the SUBJECT of the message to: SET HOMEPAGE  
(the subject must be entirely in upper-case)
3. As the FIRST LINE of the BODY of the message, type in your access code and nothing else.
4. As the SECOND LINE of the body of the message, type in the name you want assigned as your homepage name. There are some rules with respect to this second line that MUST be followed, or your request will be rejected:
  - a. The FIRST character of this line MUST be an upper-case letter (not a number, or a lower-case letter, etc).
  - b. The SECOND and subsequent characters of this line may be upper or lower case letters, or digits.
  - c. No spaces or punctuation marks are permitted in the homepage name. Including spaces or other non-alphanumeric characters will cause your request to be rejected.

The following names are NOT appropriate:

\*MyPage\*  
myPage  
My-Page  
My Page  
My.Page

The following names ARE OK:

MyPage  
MyPage123

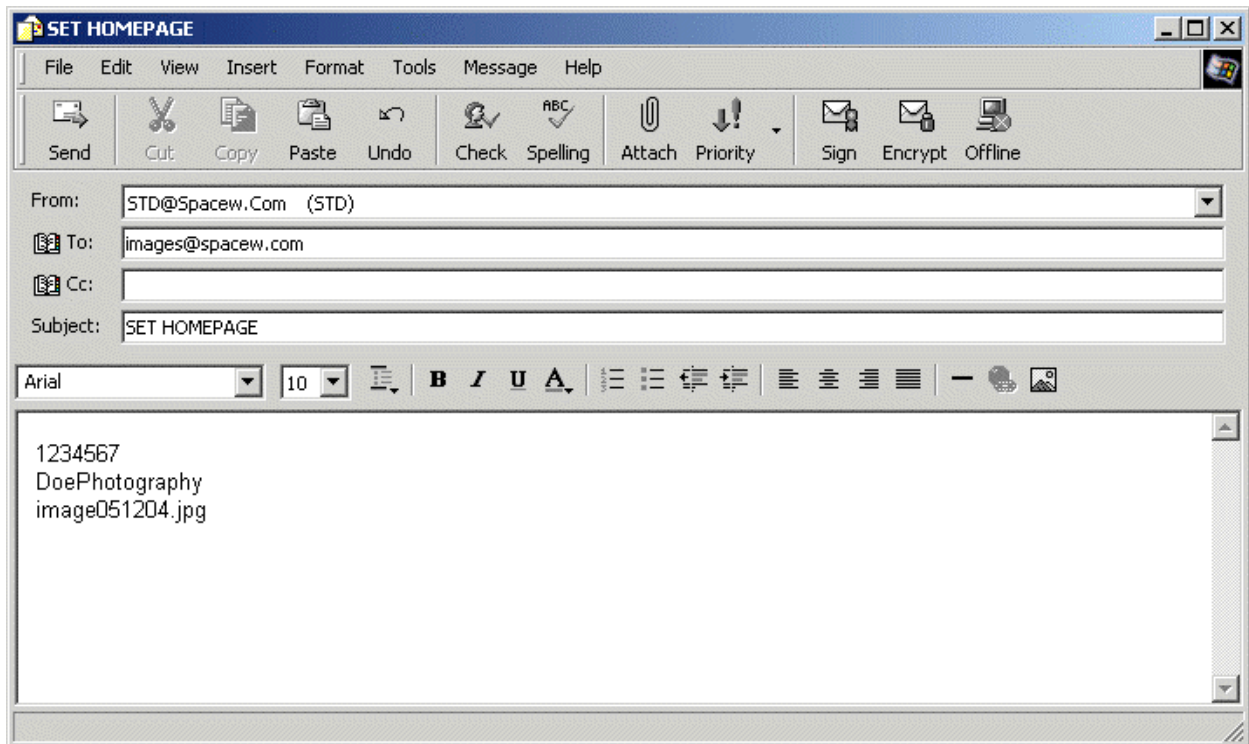
5. The THIRD and final line of your e-mail message MUST contain the name of the image you want to assign as the primary lead image for your web page. Scan through the gallery and find one of your images that you think is perhaps

the nicest to lead off your web page. Left-click your mouse button on the image to display it full size. Then RIGHT-CLICK your mouse button on the full size image and select the Properties option from the drop-down menu. The name of the image will appear in the window as something like "image012032.gif". This is the name you type onto the third line of your e-mail message (excluding any quotation marks, of course). You can drop the extension of the image if you so desire (ex. instead of typing: image012032.gif it is ok to simply type: image012032).

6. Send your image.

When the server receives your request, it will check to make sure that you own the image you want to use. It will also check to make sure that no one else has made use of the same homepage name that you are requesting to use. When it does this check, it disregards case. As a result, if someone else is using the name "MyPage" and you are requesting to use the name "MYPAGE", your request will be rejected as having already been used by someone else. If this happens, simply change your homepage name and resend your email.

The following screen-captured image shows how Outlook Express would be set up to set the homepage name for John Doe to: DoePhotography.



Accessing the DoePhotography homepage would then be as simple as typing: <http://www.spacew.com/gallery/DoePhotography> at your web browsers prompt.

If the server succeeds in setting up your homepage name, it will send you an e-mail indicating that it was successful. If it has problems, it will return e-mail to you indicating why it had problems and what you should do to fix the problem.

If you have problems getting this service to function, please contact: [STD@Spacew.Com](mailto:STD@Spacew.Com).

## **RULES OF THE ROAD (CONDITIONS OF USE - READ ENTIRELY)**

- 1. Thou shalt not publish obscene or offensive material.**
- 2. Thou shalt not include foul or profane language in any comments used to describe your imagery.**
- 3. Thou shalt only publish images of an astronomical or atmospheric genre on our site. Solar imagery, aurora imagery, star imagery, meteor imagery, night imagery of skylscapes or other "spacey" type imagery as well as imagery of sun/moon dogs, lightning or other storm-related images are all acceptable. Nature images of your favorite hairless dog, leafless tree, or mutant frog are not permitted here. Please keep all image content at least somewhat astronomically or atmospherically oriented.**

Anyone found not abiding by these simple rules may see their imagery permanently removed from the gallery. Abusers of these rules may also find themselves suddenly unable to reach the Solar Terrestrial Dispatch web site (ex. they may be banned from accessing any portion of our web site). We will not hesitate to contact your local law enforcement officials if laws are broken or your Internet Service Provider if abuse persists.

**If any images are placed on our web site that are known to be stolen/pirated, obscene or in any way offensive, the sender of the image grants to Solar Terrestrial Dispatch the unrestricted right to pursue the individual for payment of a base amount (lower limit) of \$8,000 United States Dollars (USD), which is hereby accepted by the responsible individual as a fair base payment for the additional time and effort required to: a) find the home address of the individual responsible which we can determine through our log records, b) implement banning measures on our web server, c) restore public confidence and rebuild our clientele which may be adversely impacted by the responsible individuals actions. The responsible individual also agrees to pay for any legal fee's which may be required to secure payment or pursue possible additional legal actions. Furthermore, if the individual responsible has stolen or pirated the image(s) placed on our gallery, the individual responsible agrees to allow us to share any and all information gathered by our system (log records, e-mail material, name, address, etc.) with the true owner of the photograph and possibly even law enforcement officials. The responsible individual also agrees to allow us to pursue their internet service termination by informing their Internet Service Provider (ISP) of their activities by sharing any necessary collected data about the individual with their ISP. The foregoing also applies to any individual who attempts to thwart the proper**

**operation of our Image Gallery or server in general. All individuals who make use of this service automatically agree to these terms and conditions (and any future amendments which may be required) and the associated Rules of the Road at the time our server sends them an access code.**

**We take these rules very seriously.**

## **ABUSIVE OR OFFENSIVE IMAGERY – REPORT IMMEDIATELY TO STD**

**If anyone notices abusive behavior or obscene/offensive imagery and/or text in the gallery, we urge you to immediately contact: [STD@Spacew.Com](mailto:STD@Spacew.Com) so that the offending material can be removed and the offending individual prosecuted.**