Create Image Collections

1. Log in to images.shanti.virginia.edu/
2. Click the **Main Menu** icon
    - This icon looks like four horizontal lines on the top right corner of the page
    - The main menu will expand
3. Click **Collections**, then **Add New Collection**
    - The new collection form will open
4. Enter a title for the collection
5. Enter a description
6. Choose permission settings
    - By default, your collection is private
7. Click **Save**
    - Your new collection will open