

Adoption Circle

A Non-Profit, State-Licensed Agency

Adoption Circle
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Dear Waiting Family,

We are happy to announce our new and improved website! It can be viewed at www.adoptioncircle.org. One of the benefits is a section made available for birthparents to browse and read about our Adoptive Couples. You now have the opportunity to place your profile and pictures online.

In order to put your profile online you need to understand the following:

1. Photos will not be re-adjusted (see step 4 for naming conventions).

The opening page for profiles can be found at http://www.adoptioncircle.org/bp_profiles.html. On this page every couple will have a photo and their name that links to their Personal Page. The opening page photo is a standard size for all (110 x 110 pixels). If you send large (2000 x 2000, 2.0MB) or rectangular (4" x 6") pictures they are going to look blurry or just plain strange.

Just like above, the main picture on your Personal Profile Page is a standard size of 300 x 400 pixels. Sending (4" x 6") pictures or anything other than 300 x 400 will look blurry or strange.

Solution: Re-size your photos. The smaller the file size the better it will appear on the web. This can be done by resizing in simple software programs such as Paint or if you are more experienced, Photoshop. The lower the kB the better. Or, you can always temporarily adjust your camera settings.

2. All files are put online as they are received, or as soon as practical depending on the queue.

Just like the pictures, your files are directly linked to the Internet. There will be no editing, re-adjusting, file naming etc. If you catch a spelling error later, it might take a few days to fix online. In addition, files can only be saved with *alphabetic and numeric* names (i.e., *do not include symbols such as # or /*).

Also, large files (greater than 2 mB) take much longer to load. If you want your profile to be seen by birthparents the smaller the file the better!

Solution: Review and reduce sizes as much as possible without distortion of all files before sending to Carrie to put online. Save files < 2mB with *alphabetic and numeric* names only.

3. File names are visible online.

If you save a picture as “Bob and Tina Smith” then when the file is opened your last name will be visible to all. To ensure that your privacy is protected, *please save all files with appropriate names* (i.e., main.jpg, pic1.jpg, etc.).

***** DO NOT save any file to be online with your last name! *****

4. Save files to designate position on site.

The main photo on your ‘Personal Page’ is the first thing that birthparents will see. If you have a preference to which photo is shown on the left side of your Personal Page please title that photo as “**main**” (i.e., *main.jpg, main.bmp, etc.*), otherwise it could end up being the family dog picture you have provided instead of you as a couple.

Solution: Save picture files with names to tell web master where to position. Otherwise, they will be randomly placed. Follow the names below:

Save As:	Description
“front”	Picture to be 110x110 pixels on main Adoptive Couples page (http://www.adoptioncircle.org/bp_profiles.html)
“main”	Picture to be 300x400 pixels on YOUR Personal Page
“pic1”	Picture linked to ‘Picture 1’
“pic2”	Picture linked to ‘Picture 2’
“pic3”	Picture linked to ‘Picture 3’

5. Adoption Circle does not have an “in-house” web master.

Our web master is out of the Adoption Circle office. In other words, we do not have a full time web developer. Carrie deals with the initial requests, and then they are forwarded onto the web master. The web master fixes problems then forwards the changes to the host who uploads.

Please understand that there are many families that we are working with and we promise to change your requests as soon as possible. However, no matter the change, *please allow 7-10 working days to process your request once your Homestudy is approved.*

Thank you for understanding all of the above. We want to make this a smooth process for all involved. Please forward any questions about the web to Carrie (carrie@adoptioncircle.org) or 614-237-7222.

All Our Best,

The Adoption Circle & Web Team