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TUTORIAL BY THE PHILADELPHIA WIKISALON

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(<u>https://commons.wikimedia.org/wiki</u> /<u>Commons:Welcome</u>)



https://commons.wikimedia.org/

Prepare Your Submission

- Gather your files into an accessible location, preferably on a local hard drive or attached thumb drive.
- Each media file name must be unique and should ideally be descriptive, even if the title assigned to the image later is the same. Choose the file name carefully, as that cannot be easily changed later.

Not very good: IMG_20200815_114729900_HDR.jpg

Good: Black-eyed susans at Bartram's Garden.jpg

File Types accepted

TIFF, JPEG, PNG, GIF, SVG, XCF, WebP (https://commons.wikimedia.org/wiki/Commons:Project_scope/Allowable_file _types

Prepare Your Submission

- File Size
 - Maximum file size for a single file is **4 gigabytes**.
 - Note that larger files will take longer to upload.
- Gather relevant metadata for your media in advance
 - Title
 - Date of creation
 - Description
 - Location
- Search Commons for potential categories to assign to your file, based upon the subject.
 - Category: "subject", e.g. Category: Flowers
- An account on Wikipedia or another Wikimedia Project is required to upload new media files.

Example: Upload One's Own Work

- West Laurel Hill Cemetery Duffys Cut Memorial Names.JPG
- Creator: Doreva Belfiore (self)
- High quality JPEG (4.99 MB)
- Grave marker at <u>West Laurel Hill</u>
 <u>Cemetery</u> to memorialize lives of Irish railroad workers lost at <u>Duffy's Cut</u> in 1832



Upload Image File Upload

Upload Wizard

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Describe the Image

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Caption

Add a one-line explanation of what this file represents, including only the most relevant information. Optional

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Grave marker with names and counties in Ireland of some of the Irish immigrants who died at Du

+ Add a caption in another language

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Description

Provide all information that will help others understand what this file represents.

Grave marker at West Laurel Hill Cemetery that contains names and counties in Ireland of some of the Irish immigrants who died at Duffy's Cut

• Image Title

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- Caption (for accessibility)
- Description

Describe the Image

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Categories					
Add your file to categories so as to make it easier to find.					
West Laurel H	ill Cemetery X Duffy's Cut X	Add a category			
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Other informat	ion				
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- Date created/published
- Categories (Optional but recommended)
- Location (optional)
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Add metadata



- Match content to Wikidata to make images easier to find automatically
- In this case the marker portrayed is located at West Laurel Hill Cemetery so that is the chosen item, not Duffy's Cut, which is located elsewhere.

Use Image Online

Learn	Upload	Release rights	Describe	Add data	Use			
	You ca	Thanks for In now use these files on	r uploading! wikis, or link to them	on the web.				
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Illustrate an Article

==Gallery==

<gallery>

File:Duffys Cut track n tool.jpg Construction tool (top) and iron strapping (bottom) c. 1832 that was attached to a wooden stringer and used as a rail. Both items recovered at the site.

File:Duffys Cut Cross West Laurel Hill.JPG |Grave of some of the victims in [[West Laurel Hill Cemetery]]

File:West Laurel Hill Cemetery - Duffys Cut Memorial Names.jpg|thumb|Duffy's cut memorial marker at West Laurel Hill Cemetery

</gallery>

 Image is now part of a Wikimedia Commons category and has been added to an article.

Gallery [edit | edit source]

site.



https://en.wikipedia.org/wiki/Duffy%27s_Cut

Image in Wikimedia Commons

File:West Laurel Hill Cemetery - Duffys Cut Memorial Names.jpg

Dorevabelfiore

From Wikimedia Commons, the free media repository

File Discussion



- Image now has its own Wikimedia Commons page with links to:
 - Download various file sizes
 - Copy HTML code to link on the web
 - Copy code to use on Wikimedia Projects
 - Email a link
 - Additional metadata

For More Information

Contributing to Wikimedia Commons Tutorial -<u>https://commons.wikimedia.org/wiki/Commons:First_steps/Contributing</u>

Other Video Tutorials:

- Wikimedia Foundation -<u>https://www.youtube.com/watch?v=pAy_kBBqs0U</u>
- Art and Feminism <u>https://www.youtube.com/watch?v=mmlfRrhav1c</u>
- Wikimedia Commons Help Center -<u>https://commons.wikimedia.org/wiki/Help:Contents</u>
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