

To upload a photo:



- Pull up the policy and select the "Policy Setup" tab
- Select the "Risks" section

Photos  Add a Risk Photo

- Click the green "plus" to "Add a Risk Photo"



- Click "Choose File" to browse your computer for the picture
 - (you can also drag the file over to the box that says "Choose File")
- For multiple uploads, click the green plus sign next to "Add Another"
- When you are done, select "Upload"