

Café Enterprise Photo Instructions

Photos are now stored on the server and accessed through a web directory in IIS. Port 80 must be accessible from your client computers. The photos are stored in the folder ...\\CafetermSQL\Photos\.

- Make sure photos are **.JPG format** (.BMP photos are no longer allowed)
- Make sure the files are **named by the student ID** numbers that are in Café Enterprise (Example if the patron ID number is 100, the photo file name must be 100.jpg.)
- The suggested dimensions of the .JPG files are **159 x 220**. If the dimensions are much larger than this the photos may appear distorted in Café Enterprise.
- Place the photos in the folder ...\\CafetermSQL\Photos\ on the server.

Before placing photos in the directory check the following:

- Leading zeros must be removed (00100.jpg would need to be 100.jpg).
- Names must not include letters or characters other than numbers (such as / _-, etc...).
- Do not remove the NoPhoto.JPG from the folder ...\\CafetermSQL\Photos\. This file is used for patrons without a photo.
- Remove any other alpha named files other than NoPhoto.JPG from the folder ...\\CafetermSQL\Photos\.
- Remove any files with extensions other than .JPG from the folder ...\\CafetermSQL\Photos\.

The nightly backup and maintenance routine links the photos to the students, and deletes the photo file if the student ID does not exist in Café Enterprise. New photos placed in the directory will appear in Café Enterprise the day after the photos are placed in the directory.

Please call Café Enterprise Support if you need further assistance at 866-343-2594 ext. 208.