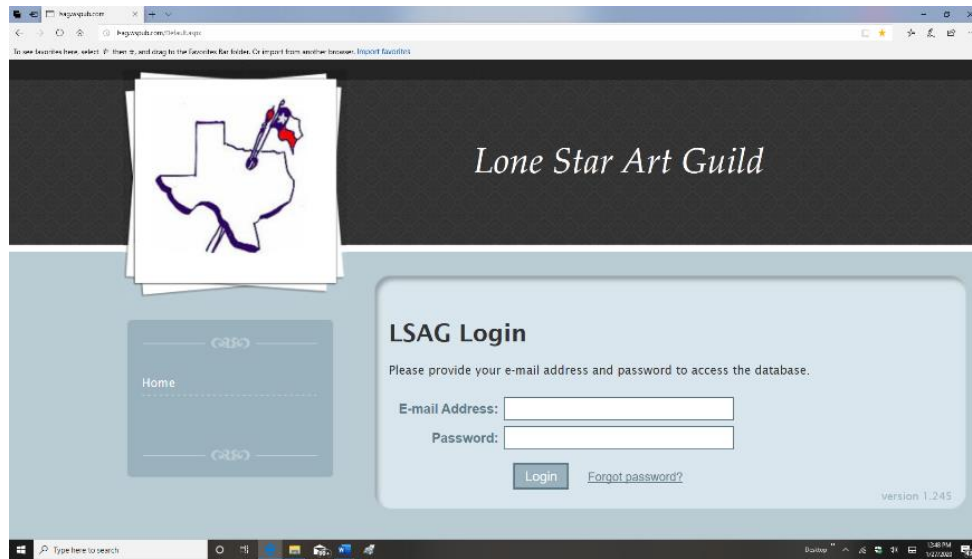
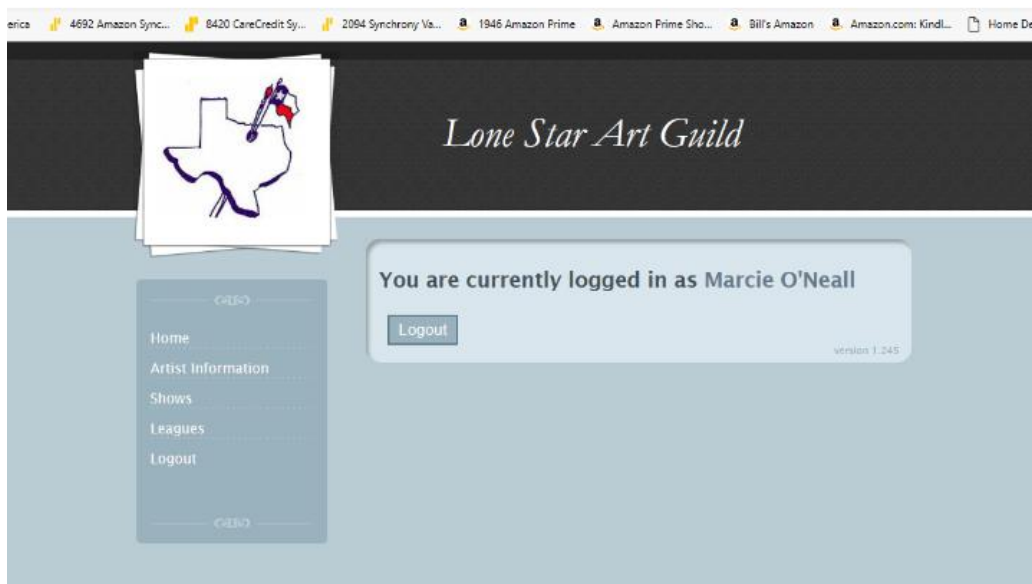


## LSAG Database Instructions: <http://lsag.wspub.com/>

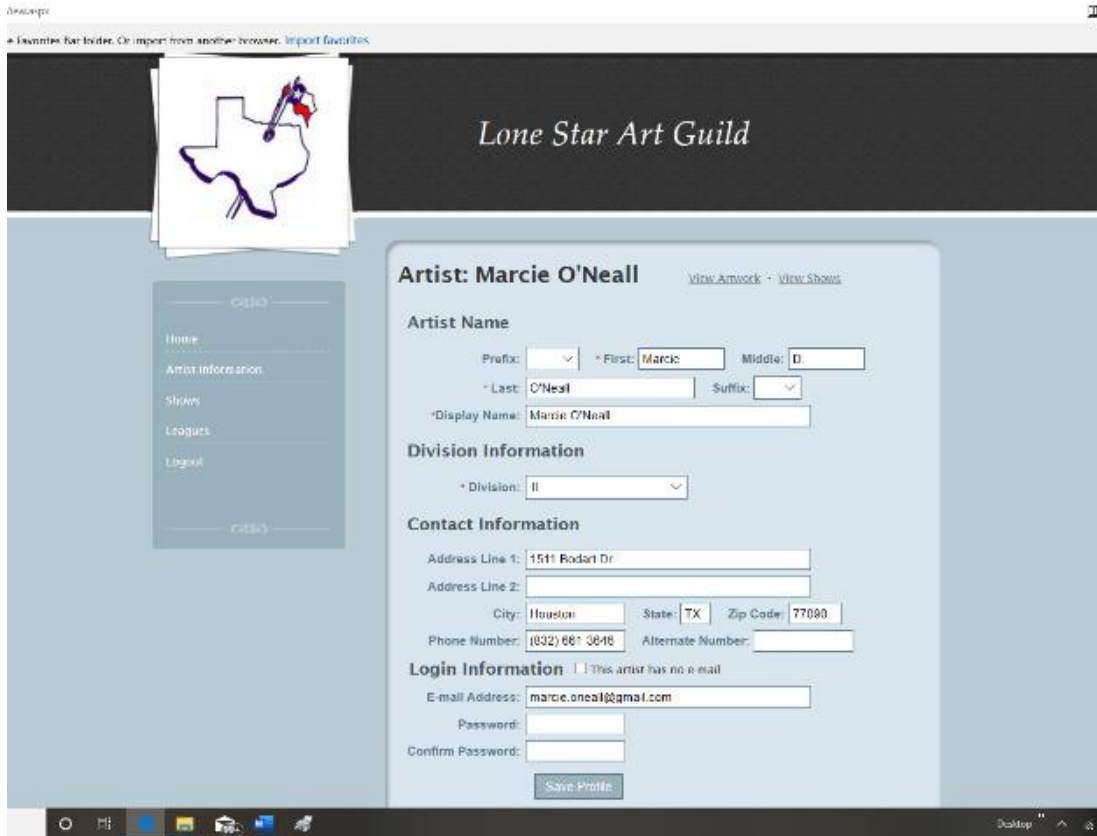
I am using my database profile as an example to help you become adept at adding artwork to the LSAG Database:



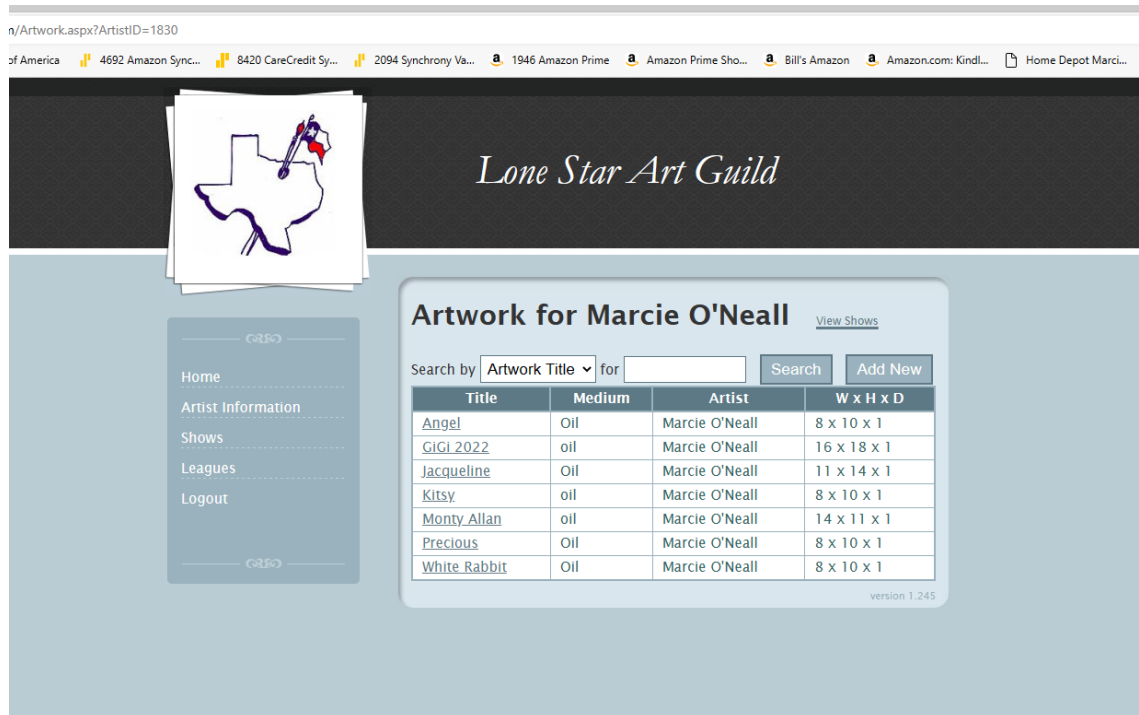
- 1) Log on to the Lone Star Art Guild database: [lsag.wspub.com](http://lsag.wspub.com) using your email address and Password
- 2) If you forgot your password, contact your League database manager
- 3) If you have never registered with LSAG or did not enter any artwork into a recent League show, then contact your League database manager with the following information and he/she will get you registered and with a temporary password which you can change later. Your name, address, phone number, email, and the division (i.e., professional, semi-professional etc.) you participate in will be needed.



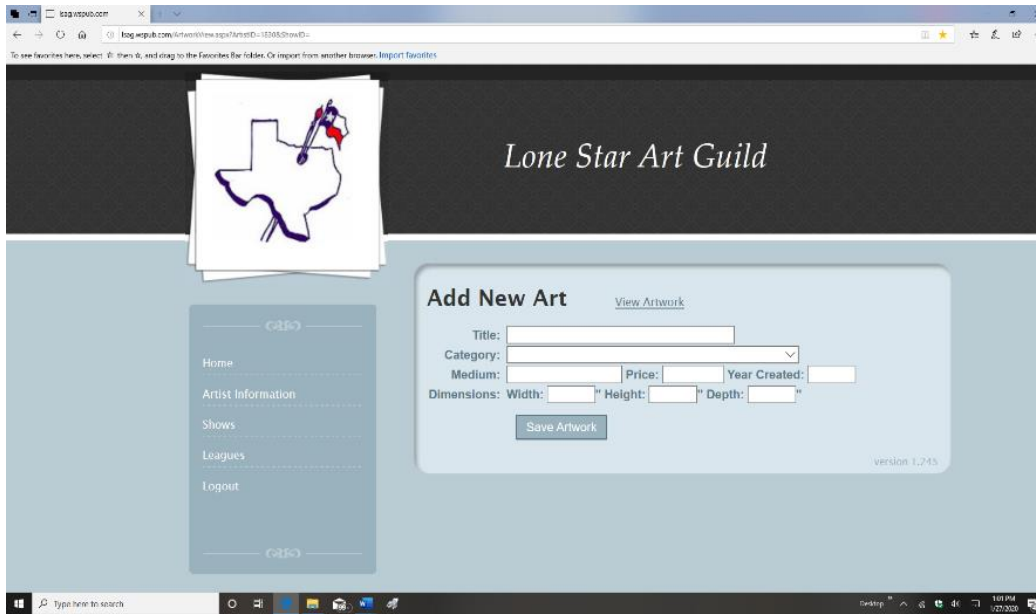
- 4) Once you are logged in you need to click on "Artist Information" this will take you to your profile.



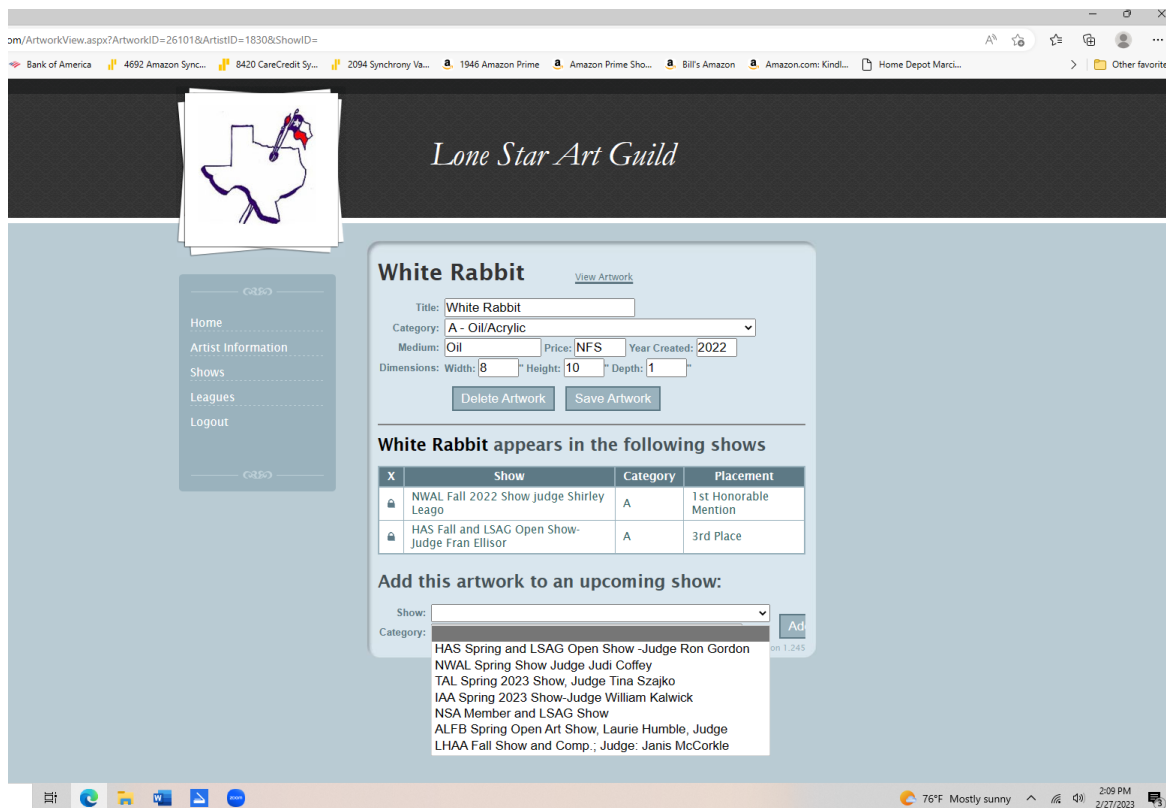
- 4) You are now logged in. This is your profile (Artist Information) you can confirm your details. This is where you can also change your password. Once you are satisfied click on the “Save Profile” button.
- 5) If you click on the “View Artwork” link after your name you will see all artwork that has been entered into previous shows and is still eligible to re-enter if you did not receive a First-place ribbon or Best of Show award. If you have not entered any artwork, then there will be nothing to see. You will have to enter your new artwork. (*see slide below*)



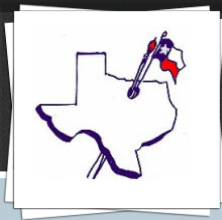
- 6) As you can see, I have old artwork I can enter. When you have new artwork that you think you may want to enter into your League show or that you might want to enter into some other League show, then click the “Add New” button.



- 7) You will need to input the title, the category (category A or B or C etc.), the medium (oil, acrylic, WC, pastel etc.), the price if you wish to sell it or “NFS” if not, the dimensions (in whole inches and for all hanging art put 1 inch in the depth space, for 3-D art then whatever the proper 3 dimensions are)
- 8) Once you are satisfied with your input push the “Save Artwork” button. It will then be added to your Artwork list.
- 9) Repeat process for each additional new piece of art



- 10) To enter your League show or another League show Select the artwork you want to enter, in this case it is my White Rabbit. Click the dropdown menu and click on the show you want to enter.



# Lone Star Art Guild

White Rabbit has been added to the HAS Spring and LSAG Open Show -Judge Ron Gordon.

- Home
- Artist Information
- Shows
- Leagues
- Logout

## White Rabbit

[View Artwork](#)

Title:   
Category:   
Medium:  Price:  Year Created:   
Dimensions: Width:  Height:  Depth:

### White Rabbit appears in the following shows

X	Show	Category	Placement
	NWAL Fall 2022 Show judge Shirley Leago	A	1st Honorable Mention
	HAS Fall and LSAG Open Show- Judge Fran Ellisor	A	3rd Place
	HAS Spring and LSAG Open Show - Judge Ron Gordon	A	

### Add this artwork to an upcoming show:

Show:   
Category:

version 1.245

- 11) You are now entered in a League Show. You then repeat the process to enter more artwork into a show.
- 12) Logout when finished

If you have any questions or concerns, please contact Your League Database Manager.