

**Here are the instructions for uploading tours you have created using Smart Panorama to your PROPERTY website:**

- 1) Open the "Virtual Tours" folder on your desktop (this is created by the Smart Panorama installation).
- 2) Right click the relevant tour folder and select 'Winzip => Add to zip' from the pop up menu.
- 3) Click "Add" button, this saves the zip file in the Virtual Tours folder under the same name as they used for the tour folder being zipped.
- 4) Close the Winzip window that has opened.
- 4) Go to <http://www.your domain here.co.uk/system/vtour.mhtml>
- 5) Select the relevant property from the pull down list.
- 6) Click the "Browse" button and open the zip file created above.
- 7) Click the Upload Tour button, there will be a delay as the tour is uploaded and unzipped.

The tour is then on the site and viewable.