

Android phone

Step one: Take the Selfie

1. Open the **Camera** app from your home screen or app.
2. Tap the **Camera Switch** icon (usually a circle with two arrows forming a loop) to change to the front-facing lens.
3. Look directly at the front camera lens (not the screen) so you look engaged.
4. Press the **Shutter** button (the large white circle) to snap the picture.

Step two: Share via Email

1. Tap the **Thumbnail** of your newly taken photo in the left corner of the camera screen, or open your **Google Photos** or **Gallery** app.
*If the photo is not centred or bleared etc. tap the **Bin** icon and delete it. Go back to step one.*
2. Tap the **Share icon** at the bottom of the screen (typically looks like three dots connected by lines, or an arrow pointing outwards). 
3. Select your email application, such as **Gmail**, from the pop-up list of apps.
4. In the **To** field, type the recipient's email address. **hscskiclub@gmail.com**
5. Add a **Subject** line e.g. your name, my photo, and type an optional message in the email body.
6. Tap the **Send icon** (usually a paper airplane or an arrow icon in the top right corner).

