



Content

Thank you for using the NMCRL Web, and by that, supporting NATO and its Allies armed forces.

Welcome to NMCRL Web, the number one catalog for sourcing defense items.

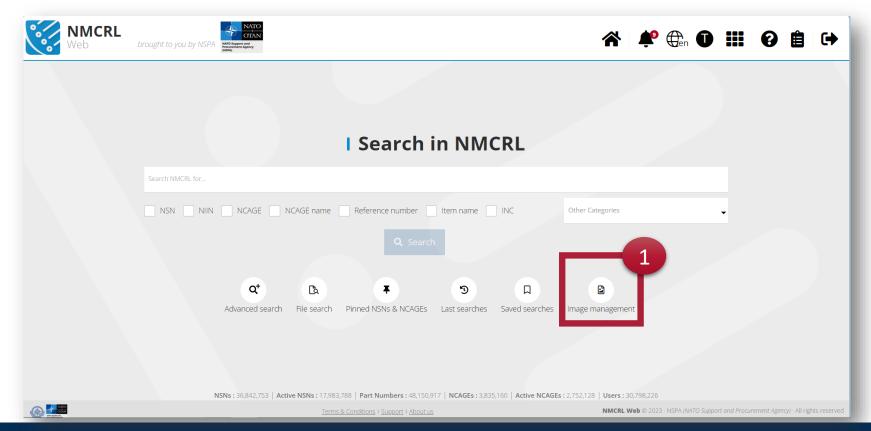
This guides describes how to add images to your references in NMCRL Web. The Image Management module allows you to upload a picture solely on your own references. For that reason, you need to have references listed on the NMCRL and a valid NCAGE associated with your subscription.





- 1. you may access the Image management module directly from NMCRL home page, or,
- 2. from the NSN details screen of the reference where you would like to add an image (See next slide)

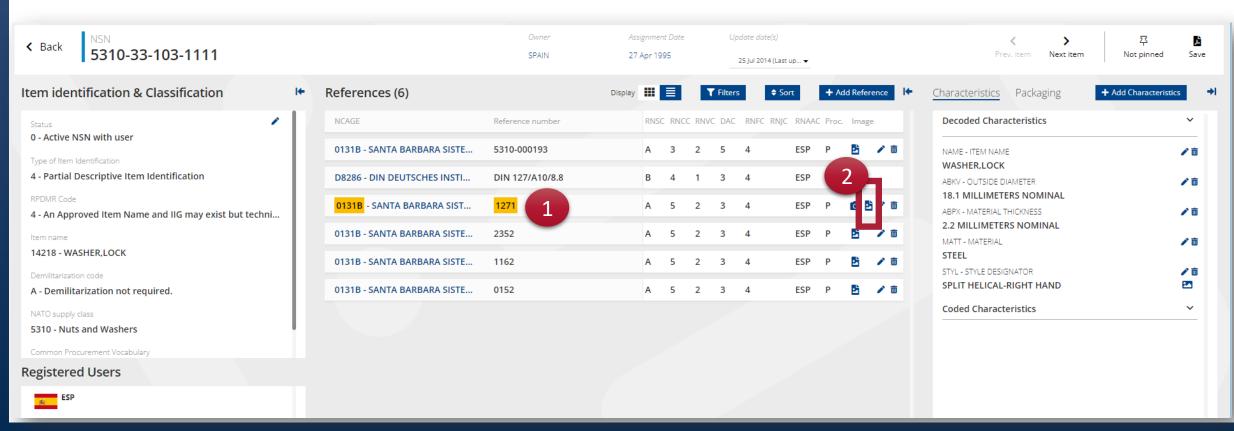
If you do not see this option, your subscription is not associated with an NCAGE. Please contact your Master Administrator or the NMCRL helpdesk.





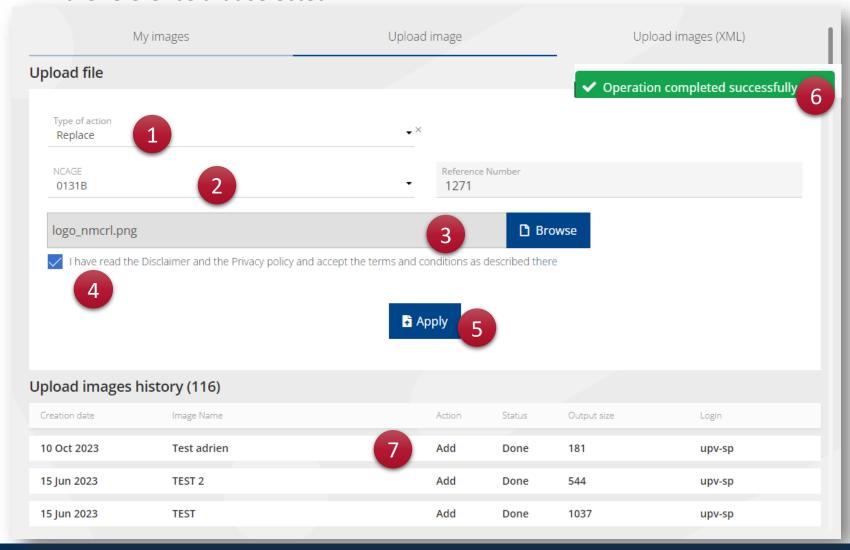


- 1. Look for your reference. Select it to access the NSN details screen. Your reference is highlighted.
- 2. Click on the image icon **1**. You will access to the Image Management Module.





- 1. Select the type of action you're going for: adding, replacing or deleting an image
- The type of action, action, NCAGE and reference fields are already filled for you, from the information of the reference that selected.



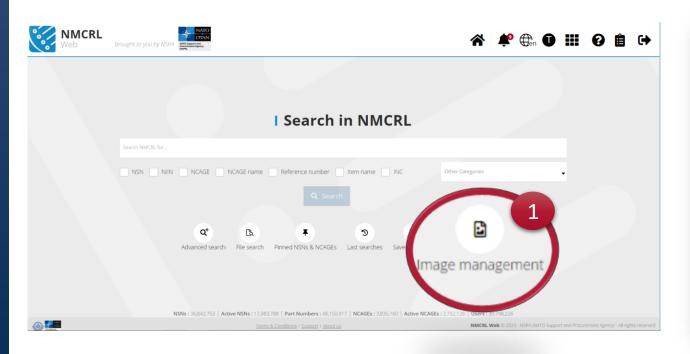
- 3. Click on Browse and locate the file on your computer to upload the image by clicking on Select or pressing Enter
- 4. Last but not least, accept the disclaimer.
- 5. Then, click on "Apply".
- 6. Your image is in! You will get a confirmation on your screen.
- 7. You can also check it down below. You have the history of all previously images uploaded for this account, in the "Upload Images History" section.

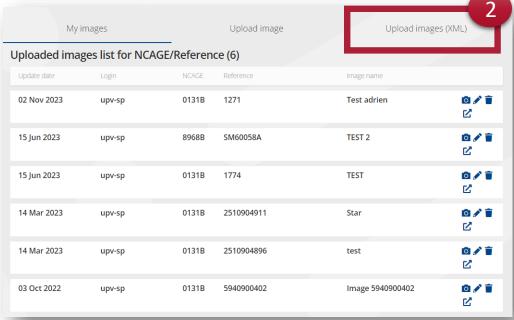




Now that you know how to add images one by one, we will show you how to upload a large volume of images to multiple references, by using XML.

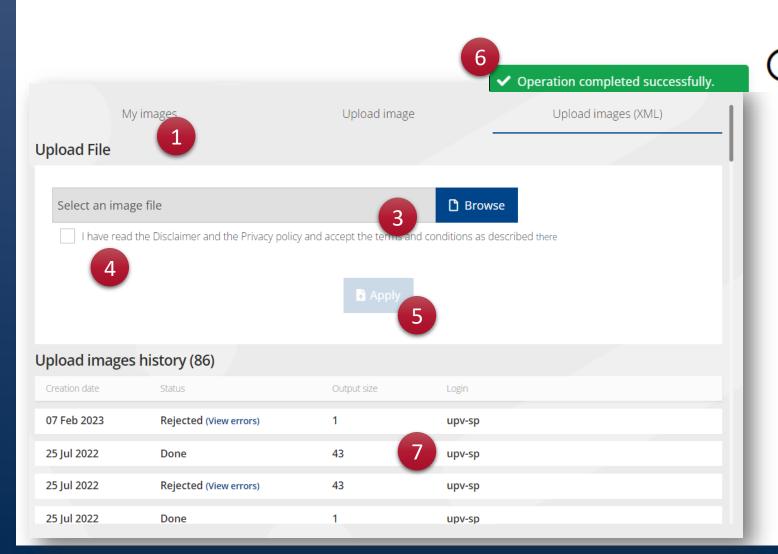
- 1. Access to the image management module from NMCRL Web home page
- 2. Click on Upload Images (XML)







- 1. Browse to upload your file.
- 2. If you are not sure about what your file should look like, click on the info button on the upper right part of the screen.



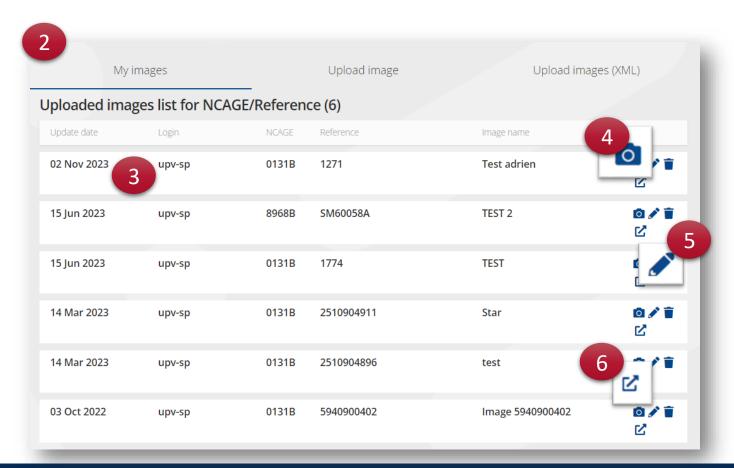
- B. Click on Browse and locate the file on your computer to upload the XML file by clicking on Select or pressing Enter
- 4. Last but not least, accept the disclaimer.
- 5. Then, click on "Apply".
- 6. Your image is in! You will get a confirmation on your screen.
- 7. You can also check it down below. You have the history of all previously images uploaded for this account, in the "Upload Images History" section.

3. Edit pictures



- 1. Access to the image management module from the NMCRL Web home page.
- 2. The main screen gives you a list of all previously updated images, if any.

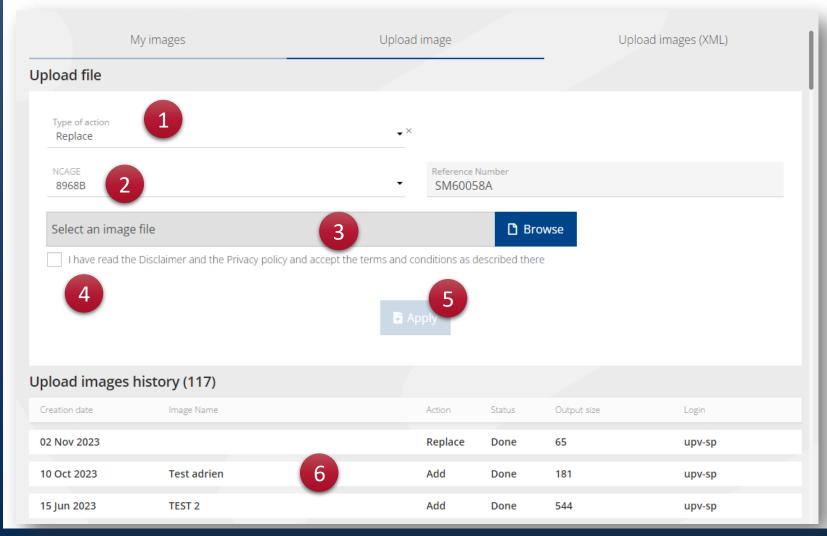




- 3. It mentions the date of the update, the user who initiated the update, the NCAGE code associated, the related reference, the name of the picture and of course, the picture itself.
- 4. You may consult the picture by clicking on the little camera icon.
- 5. From this tab, you can replace the picture, by clicking on the pen icon.
- 6. Access the details of the reference.



- 1. Confirm the type of action
- 2. Pick your NCAGE. Input the reference number.
- 3. Upload your image.



- 4. Tick the disclaimer
- 5. Click on Apply.
- You have the history of all previously images uploaded for this account, in the "Upload Images History" section.

4. Remove pictures



- 1. Access to the image management module from the NMCRL Web home page.
- 2. The main screen gives you a list of all previously updated images, if any.

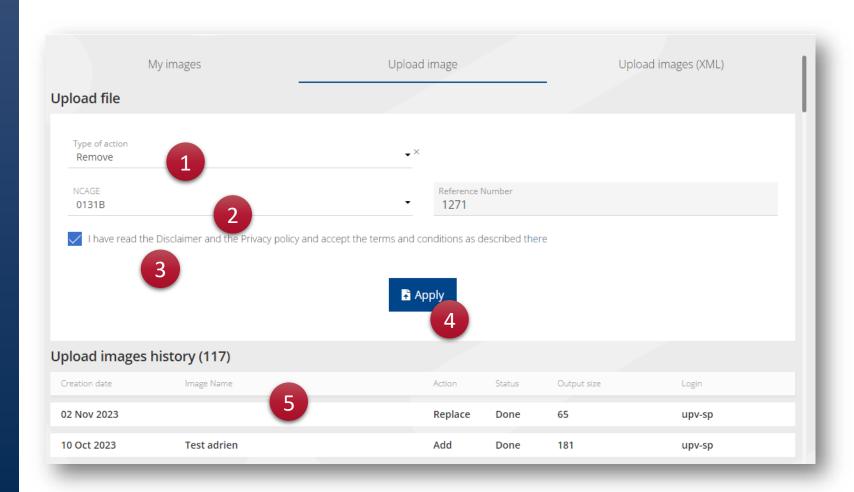


| 2 My | images | | Upload image | Upload ima | ges (XML) |
|--------------|-----------------|--------------------|--------------|------------------|-------------------|
| Uploaded ima | ges list for NC | —— AGE/Referenc | ce (6) | | |
| Update date | Login | NCAGE | Reference | Image name | 4 |
| 02 Nov 2023 | B upv-sp | 0131B | 1271 | Test adrien | |
| 15 Jun 2023 | upv-sp | 8968B | SM60058A | TEST 2 | ◎ / i ☑ |
| 15 Jun 2023 | upv-sp | 0131B | 1774 | TEST | o C |
| 14 Mar 2023 | upv-sp | 0131B | 2510904911 | Star | 0 / 1 € |
| 14 Mar 2023 | upv-sp | 0131B | 2510904896 | test | 6 |
| 03 Oct 2022 | upv-sp | 0131B | 5940900402 | Image 5940900402 | 0 / 1 € |

- 3. It mentions the date of the update, the user who initiated the update, the NCAGE code associated, the related reference, the name of the picture and of course, the picture itself.
- 4. You may consult the picture by clicking on the little camera icon.
- 5. From this tab, you can replace the picture, by clicking on the pen icon.
- 6. Access the details of the reference



- 1. Confirm the type of action.
- 2. Pick your NCAGE. Input the reference number.



- 3. Tick the disclaimer
- 4. Click on Apply.
- 5. You can also check it down below. You have the history of all previously images uploaded for this account, in the "Upload Images History" section.



- NMCRL Tutorials in English In French
- NMCRL FAQ in <u>English</u> In <u>French</u>
- NMCRL HelpDesk (technical issues): nmcrl-help@nspa.nato.int
- NMCRL Subscribtion (subscriptions and renewals): nmcrl@nspa.nato.int