

Type	Task	Upload As
Photos	Scan, take photo, download	File must be a JPEG, GIF, or PNG
	Crop, resize, reduce file size	
	Edit, overlay text	
	Change file format	
Videos	Download from web, rip from DVD, record yourself	Upload as M4V, MPG, MOV, WMV, AVI, MP4
	Edit, shorten (45 second maximum), reduce file size	
	Change file format	
Audio	Download, record	Upload as MP3 files
	Edit, shorten (45 second maximum) reduce file size)	
	Change file format	
Documents (maps, newspaper articles, etc.)	Download, scan	Upload as an image (JPEG, GIF, PNG) or a file (PDF)
	Crop, resize, reduce file size	
	Edit, highlight relevant text	
	Change file format	