

Extension Program Photo Gallery

It is possible to add a Photo Gallery to an Extension Program area.



A field has been added to the Image Gallery interface to categorize a gallery to a program area on the Extension County websites. The following program areas were included:

- 4-H Youth Development (4h)
- Agriculture and Natural Resources (agnr)
- Community Development (comdev)
- Family and Consumer Science (fcs)
- Master Gardener Volunteer (mgv)
- SNAP-Ed (snap)

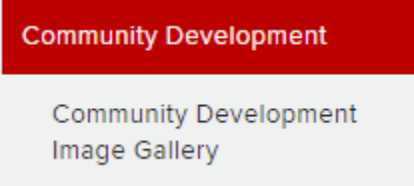
These gallery pages are NOT automatically linked on all the websites, since not all counties would have galleries for every program area. You will need to add a link to the gallery page on your menu under the appropriate program area. The above program areas are all that have been created, and these have to be added as an update by developers, if there are others that should be added please contact the web developers.

To activate the Photo Gallery for a Program area, **select.....Structure.....Menus.....Main menu.....Add menu link.**

The screenshot shows a form for adding a menu link. It includes the following fields and options:

- Menu link title ***: A text input field containing "Community Development Image Gallery". A red arrow points to this field with the label "Menu Link Title".
- Path ***: A text input field containing "program-photo-gallery/comdev". A red arrow points to this field with the label "Path".
- Enabled**: A checked checkbox. A red arrow points to this checkbox with the label "Enabled".
- Show as expanded**: An unchecked checkbox.
- Parent link**: A dropdown menu showing "---- Community Development". A red arrow points to this dropdown with the label "Parent Link".
- Weight**: A dropdown menu showing "0".
- Save**: A green button at the bottom left. A red arrow points to this button with the label "Save".

Menu Link Title – This is the title that will appear under the Program area on the left side navigation for that Program. Example:



Path - The gallery index for each program area is available at “**program-photo-gallery/(PROGRAM ABBREVIATION)**” for example for Community Development (comdev) program-photo-gallery/comdev

Enabled – No changes needed in this section.

Parent Link – Use the drop down to select the appropriate Program area.

Save – Be sure to Save your work or it will be lost.

Once you have created this link you can create as many individual photo galleries as needed. Each photo gallery can have as many images as you want. They will be displayed 12 per page and you can create as many pages as needed in a gallery.

Photo Gallery

Farmers Market

Photo Gallery Name

Home

A farmers' market is a physical retail market featuring foods sold directly by farmers to consumers. Farmers' markets typically consist of booths, either outdoors, where farmers sell fruits, vegetables, meats, and sometimes prepared foods and beverages.

Photo Gallery Body Text



Mixed fruit



Chillies

Images

Image Title



Beets



Flowers



Farmers Market



Apples

Create a New Photo Gallery

Name *

Farmers Market Name

Description

A place for fresh food. Description

[Switch to plain text editor](#)

[More information about text formats ?](#)

Text format Full HTML

- Web page addresses and e-mail addresses turn into links automatically.

▸ **Relations**

▾ **URL path settings** (Automatic alias)

Generate automatic URL alias
Uncheck this to create a custom alias below. [Configure URL alias patterns.](#)

URL alias

image-galleries/farmers-market

Optionally specify an alternative URL by which this term can be accessed. Use a relative path and don't add a trailing slash or the URL alias won't work.

▸ **XML sitemap**

Program Area

Master Gardener Volunteers Program Area

Save Delete Save/Delete

To create a new Photo Gallery, sign into your website. Navigate to **Structure...Taxonomy...Image Galleries...Add Term.**

Name – Name of the gallery.

Description – You may add a Description. It will appear under the image you select to be the icon for the Photo Gallery. The Description is optional.

Program Area – Use the drop down to select the Program Area where you want the Photo Gallery to appear.

Save – Remember to Save your Photo Gallery. If you navigate away without saving your work, it will be lost.

To **delete** a **Photo Gallery**, navigate to **Structure ... Taxonomy ... Image galleries** select to edit the gallery you want to delete. Once you are in edit mode select Delete from the bottom menu items. Confirm the deletion.

To **delete images** you have added to a Photo Gallery, select Content...filter for Images....select the images you want to delete using the selection box on the left side of the list...use Operations...drop down arrow Delete...Execute.

Add an Image.

The screenshot shows a web form for adding an image. At the top, there is a 'Title' field with the text 'Farmers Market' and a 'Save' button. Below that is an 'Image' field showing a thumbnail of a farmers market stall and a 'Remove' button. The 'Image Gallery' section has checkboxes for 'Dressage' (unchecked) and 'Farmers Market' (checked). The 'Body' field contains the text 'This is an example of an outdoor farmers market. Where each seller has their own tent.' Below the body field is a 'Settings' section with a checkbox for 'Generate automatic URL alias' which is checked. At the bottom left, there is a 'Save' button. Red arrows point to the Title, Image, Image Gallery, Body Text, and Save buttons.

To add a **single image** to a Photo Gallery, navigate to **Content...Add Content...Image**.

Title – The Title of the image. It will appear in white lettering on a black strip at the bottom of the image.

Image – Select **Browse** and then **Upload** the image. You may use a png, jpg or jpeg.

Image Gallery – Select the image gallery or galleries where you want this image to appear.

Body Text – You must put something in the Body Text. This can be an explanation for the image or information about people in the image.

Settings – You should not need to make any changes in the settings.

URL path settings - The “Generate automatic URL alias” is checked by default and you should not have to change the alias.

Revision information - Provide an explanation of the changes you are making. This will help other authors understand your motivations.

Scheduling option – This setting will allow you to schedule content for Publishing and Unpublishing.

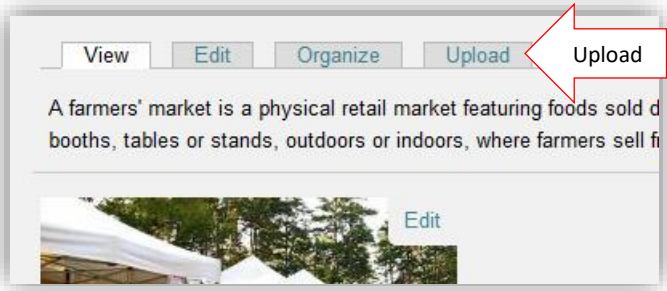
Using the Scheduling options will supersede any other Publishing selections.

Authoring information – The login name of the person doing the edit and the date and time.

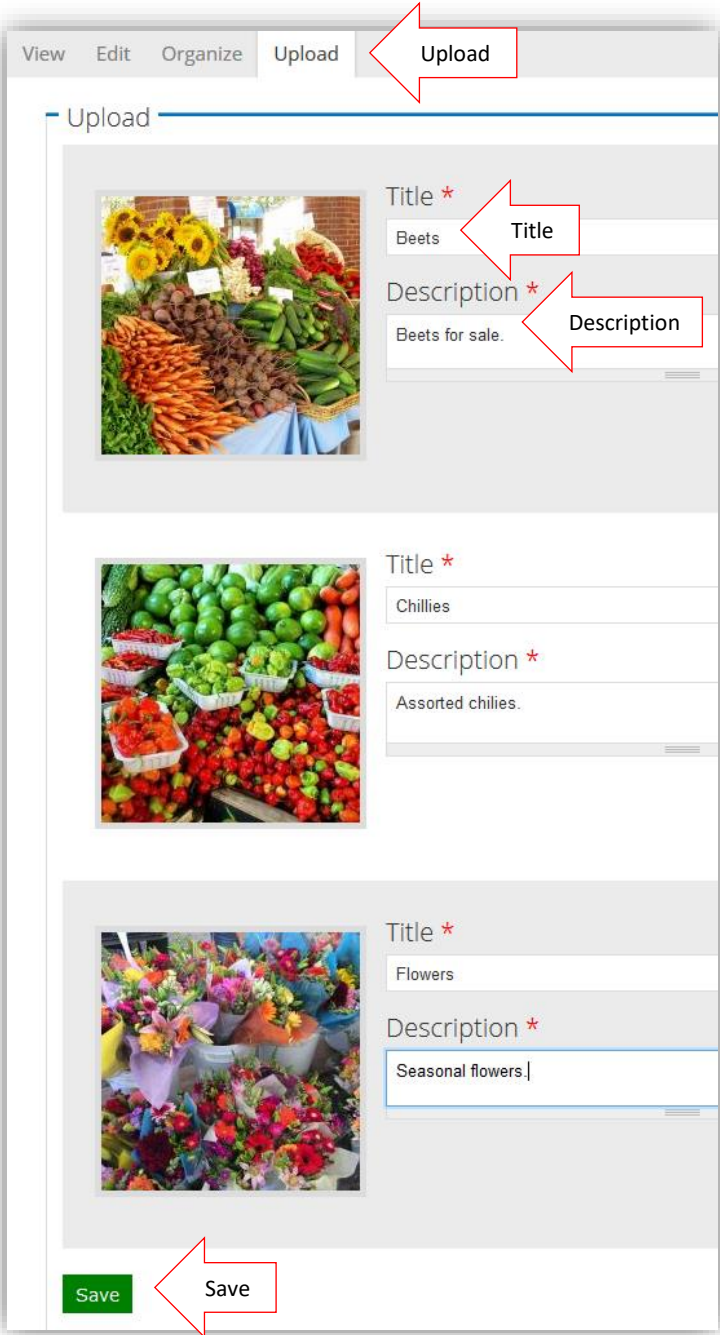
Publishing options – Publish or Unpublished by checking or unchecking the Published box. **The default is Published.**

Save - Remember to Save your work. If you navigate away and do not save it first, *your work will be lost.*

Uploading Multiple Images



After you create an image gallery and upload at least one image you can use the **Upload** option to upload multiple images.



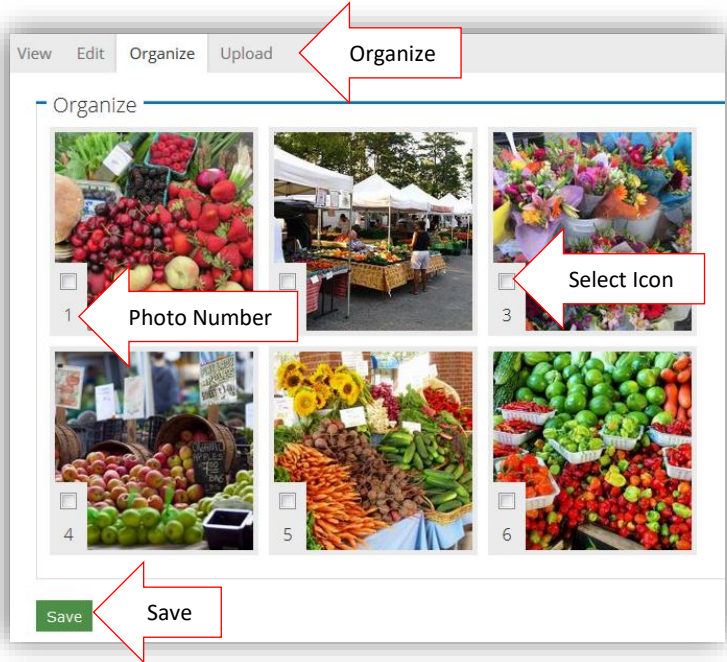
Navigate to your Image Gallery, select the **Upload** tab. You can upload JPG's, GIF's, and PNG's only, 10MB Max Size per image. To add multiple images hold CTRL for PC or ⌘ for Mac, then click the desired images to upload.

Title – The Title of the image. It will appear in white lettering on a black strip at the bottom of the image.

Description – You must put something in the Description. This can be an explanation of the image or information about people in the image.

Save - Remember to Save your work. If you navigate away and do not save it first, *your work will be lost.*

Organize the Images in your Photo Gallery



Once you have images in your gallery it is possible to Organize them by dragging and dropping them into the order you want them to appear.

Select the image that you would like to be the Icon for the gallery on the Photo Gallery listing page by clicking on the small box above the photos number.



You can Edit an image, the title or the description by selecting the Edit button from the View tab or the photos' number in the Organize tab view.

Options – The Options button allows you to check the Override Organization box, this will disable organization and place the images Newest to Oldest by when they were uploaded.

Example of an Image in full view.

When a viewer navigates to your Photo Gallery they will see a collage of the images in Mosaic view. Mosaic view allows you to add images that are landscape or profile and arranges them. If you would like to have your images appear in the table view, as before, you will need to make all the images the same size.

The **Title** and the **Body Text** will appear on the **Full View of the Image** in the black strip. You can use the **Navigation** arrows to browse through the full view of the images.

