



#2A 1445 McGill Rd
Kamloops, BC, V2C 6K7
Phone: (250) 374-0906
Toll Free: 1-888-374-0906
Fax: (250) 374-0915

#2065 - 555 W. Hastings St.
Vancouver, BC, V6B 4N6
Phone: (604) 738-0906
Toll Free: 1-866-738-0906
Fax: (604) 738-3334

Slide Show Manual for SiteCM™ Managers

The SiteCM Slide Show component, allows content managers to add a slide show to their website. It is designed to show a group of images that site users can browse through at their leisure. The Slide show is displayed in it's own window. To simplify management of the Slide Show, all images for the show must be located in one image category in the Image Gallery.

Implementation

There are 2 options to setup the Slide Show within a site:

1. The bottom of the main site navigation.
2. As a link within a content page.

Once the content manager has set up an Image Category for the slide show, they must contact ideaLEVER Solutions to set up the component on the required page or location.

To set up the Image category, users need to access the Image gallery and create or select the category for the show.

The screenshot shows the 'Image Gallery' interface. On the left, there is a form titled 'Add a New Image Category'. The form includes a text area for 'Image categories are useful for organizing your images, and defining which images are to be used in which areas of your site.' Below this, there is a paragraph: 'To add your category, specify a name (30 characters max, alpha-numeric only please) and a description and then click the "Add Category" button to add it to your image manager.' A legend indicates that an asterisk denotes required fields. The form has two input fields: '* Category Name:' with the value 'Demonstration Slide Show' and '* Description:' with the value 'Demonstration Slide Show'. There are 'Add Category' and 'Cancel' buttons. On the right, there is a section titled 'Image Category List' containing a list of categories: Amazon affilaite, Client Images, Contact, Design Imagery, OutLook Stationary, and Panel Ads. Below the list are 'add new', 'edit', and 'delete' buttons. At the bottom right, there is an 'Image List' section with a 'Select Category' dropdown menu. A status bar at the bottom of the window says 'Create this image category in your manager.' and 'Internet'.

Once the category is created, all images for that slideshow must be placed there.

Description

As images are added to the Slide Show category, site managers should take special note of the descriptions for each of their slides. The description is displayed below each image in the show. To this point, managers have used the description as a way to label what each image is. Now it will also be used as part of the slide show as a caption / description for each image.

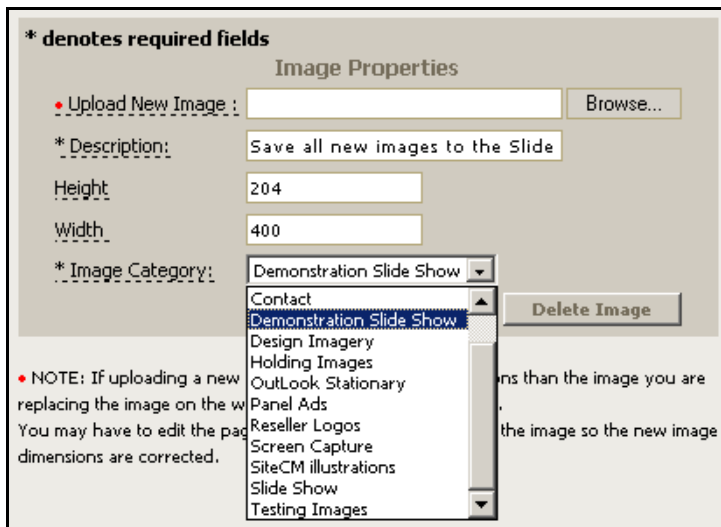
Descriptions are changed by selecting the image from the Image list and then in the Image Properties, editing the description. Clicking on "Save Changes" saves the new description.

Moving Images to Different Categories

Images may be moved rather than copied to the Slide Show category and as time continues, users may want to remove images as well. Managers may change the category of the images by selecting the image and in the drop down Image category, select the category that the image needs to be transferred to.

Remember that any images moved from one category to another, will still be visible on any pages they are on in your site, with the exception of the Slide Show. If an image is moved from the Slide Show category, it will no longer be a part of that show.

Moving the images between categories does not change their availability within the context of the site.



The screenshot shows the "Image Properties" dialog box. At the top left, it says "* denotes required fields". The dialog has several fields: "Upload New Image" with a "Browse..." button, "Description" (containing "Save all new images to the Slide"), "Height" (204), and "Width" (400). The "Image Category" dropdown menu is open, showing a list of categories: "Contact", "Demonstration Slide Show" (which is highlighted), "Design Imagery", "Holding Images", "OutLook Stationary", "Panel Ads", "Reseller Logos", "Screen Capture", "SiteCM illustrations", "Slide Show", and "Testing Images". To the right of the dropdown is a "Delete Image" button. At the bottom left, there is a note: "NOTE: If uploading a new replacing the image on the w You may have to edit the pag dimensions are corrected."

To change images from one category to another, simply select the image in the Image List and then in the Image Properties click on the drop down Image Category list, and select the category you would like the image moved to. Clicking on "Save Changes" completes the move.

NOTE:

Any images that are currently used within the content pages of your site may be moved to different categories without affecting the image content in the pages. SiteCM does not use the actual Image categories to set where images come from. Image categories are used by the Slide Show and as a way for Content Managers to better manage their images.

As well, content managers who wish to set up multiple slideshows on a single site may do so, but each slideshow must have its own Image Category.

Order of Images



Once all images have been set up in a category, they are sorted alphabetically by description. It is this order that is used to display the images. If a specific order of the images is required, image descriptions will need to be changed to force the list to be ordered as needed. This could be accomplished by adding letters to the front of each description as in a, b and c; or opting for numbers to get the order required, as in 1, 2, 3, etc. It is up to the content manager and the particular application of the Slide Show.

In future versions of SiteCM, images will be given a weighted scale similar to that of the page content and navigation structure.

Completing Implementation

Once the Image category is set up choose where in the site the Slide Show is to be implemented and whether the link is too be part of the main navigation or as link on a page, as well as the text to be used for the link, then contact Dave Soper at [idealeVER Solutions](mailto:dsoper@idealever.com) to activate the component.

Dave Soper

dsoper@idealever.com

(250) 374-0906