Creating a Photo Gallery

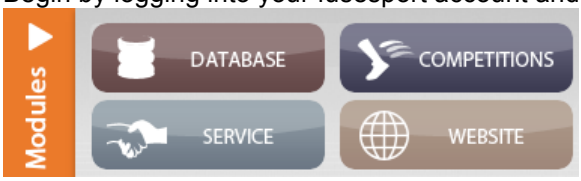
Aim

A comprehensive tutorial to help you create a photo gallery for your website.

Scenario: My event is over and I want to share the pictures our photographer took with the participants and their families. How do I create a photo gallery?

Procedure

1. Begin by logging into your fusesport account and going into the Website Module



2. Mouse over the "Content+" menu and click "Photo Galleries"

   a. Click on the icon on the top right of the orange menu bar to add a new page/gallery template

   b. Click the magnifying glass icon to the left of the new gallery
      i. NOTE: the new gallery will have a blank title

   c. Title your new gallery and add a description, then click Save Title and Description on the top of the screen

   d. Click below to start adding images to the gallery
      i. NOTE: All photos will first need to be loaded to your Asset Library before you can add them to your Website.

   e. Click and it will bring you to your Asset Library
      i. If you have already uploaded the images, click Use next to the image you wish to add to the gallery
      ii. If you have not uploaded the images yet, click Add New on the top of your menu
         1. Name your image
         2. Select a "Tag" for you image
         3. Choose the image you wish to upload
         4. Click Save Image

3. Repeat steps "d" and "e" for each image you wish to upload to your website gallery.