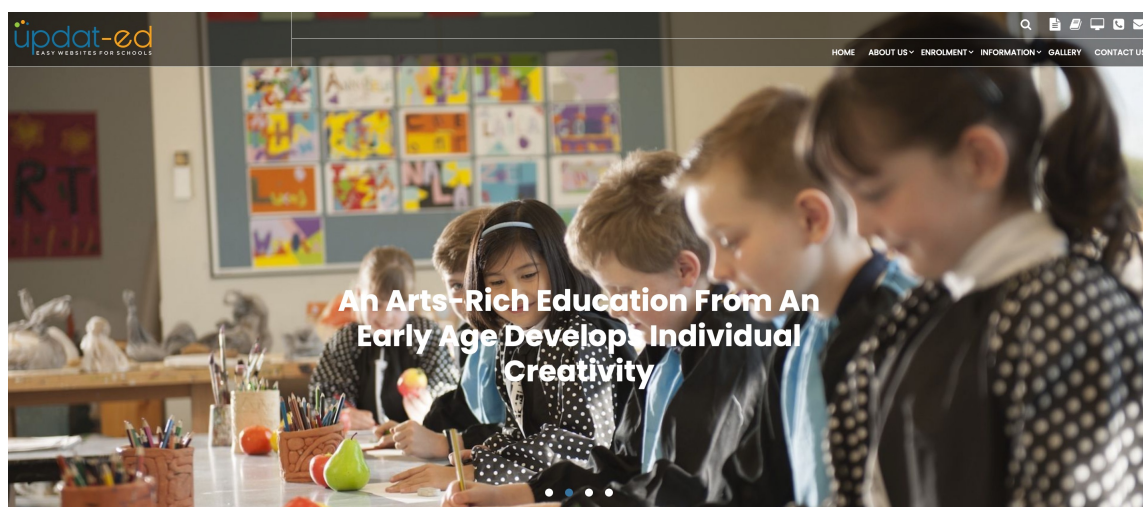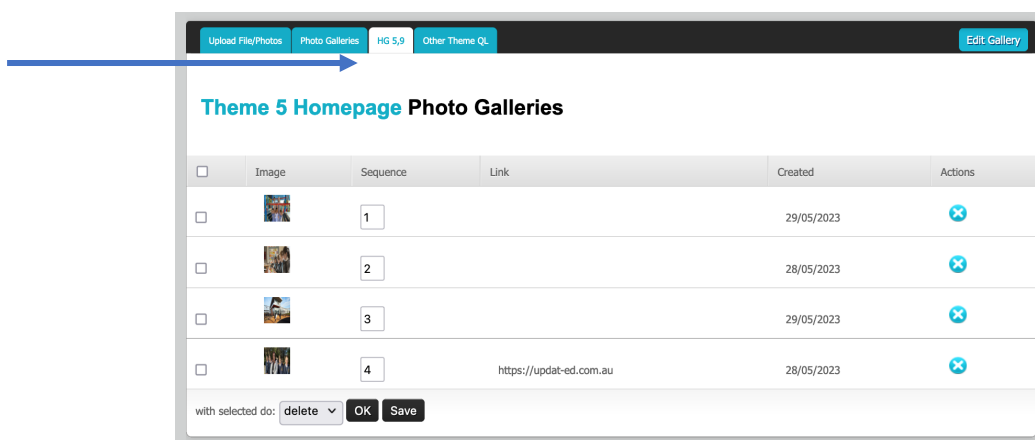# Homepage Gallery – Theme 5 & 9

The homepage gallery is the first impression you give your audience about your school and your website. It will also demonstrate to your audience that you are updating your site regularly if you change the photos often.

This guide is for Theme 5a, 5b & 9

1. Go to **Media** – HG 5 & 9

2. Click on Edit Gallery

3. Scroll to the bottom of the page and click on Browse/Choose File to browse your computer for a photo.

4. Browse your computer for an image (minimum dimensions should be 1920 x 840 pixels) and click Open.

Image courtesy of Abbotsford PS
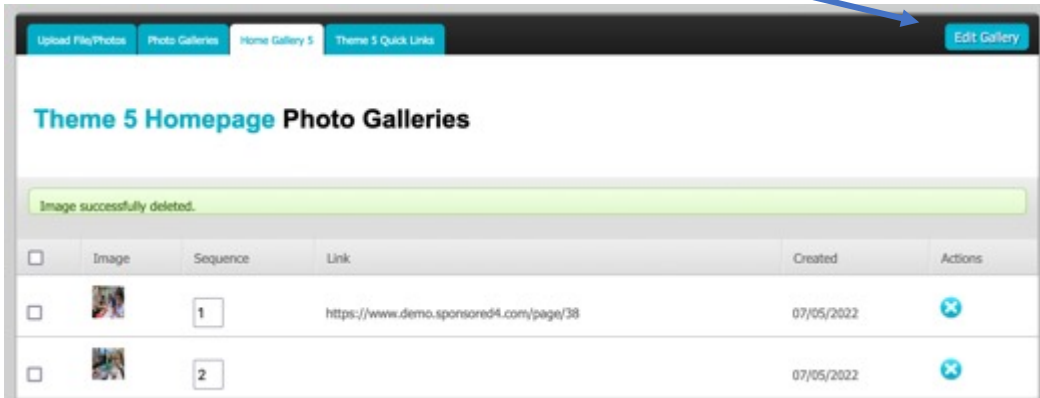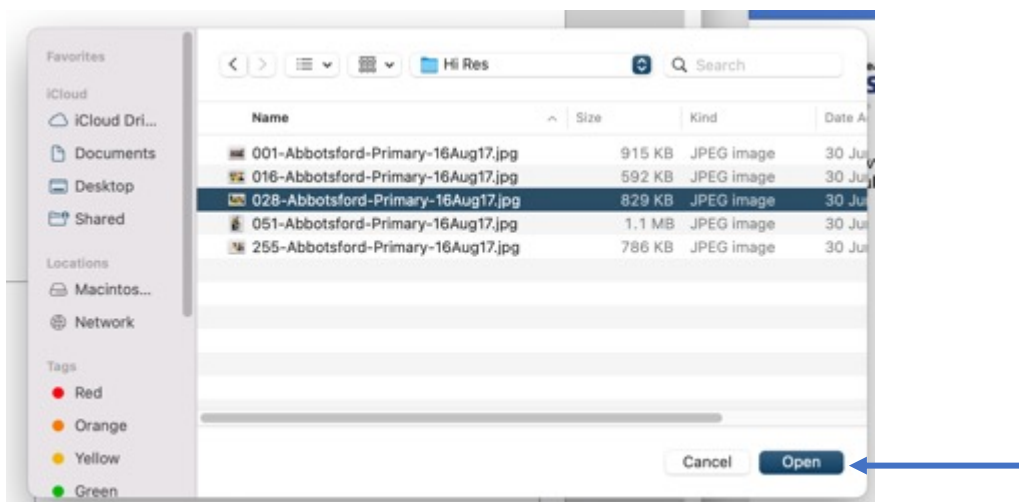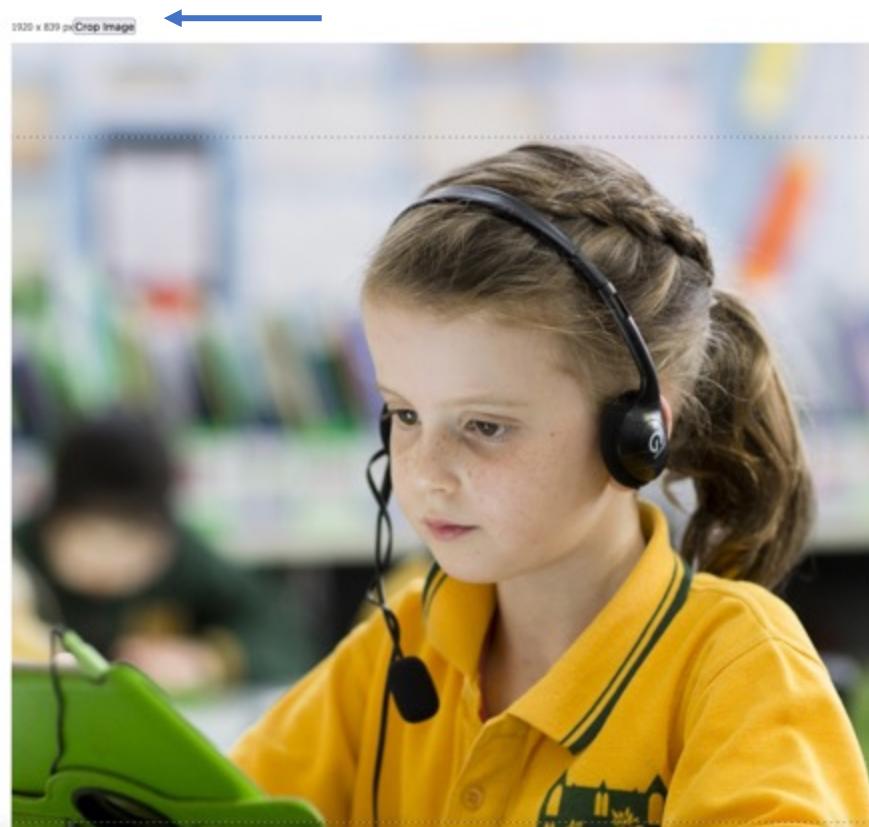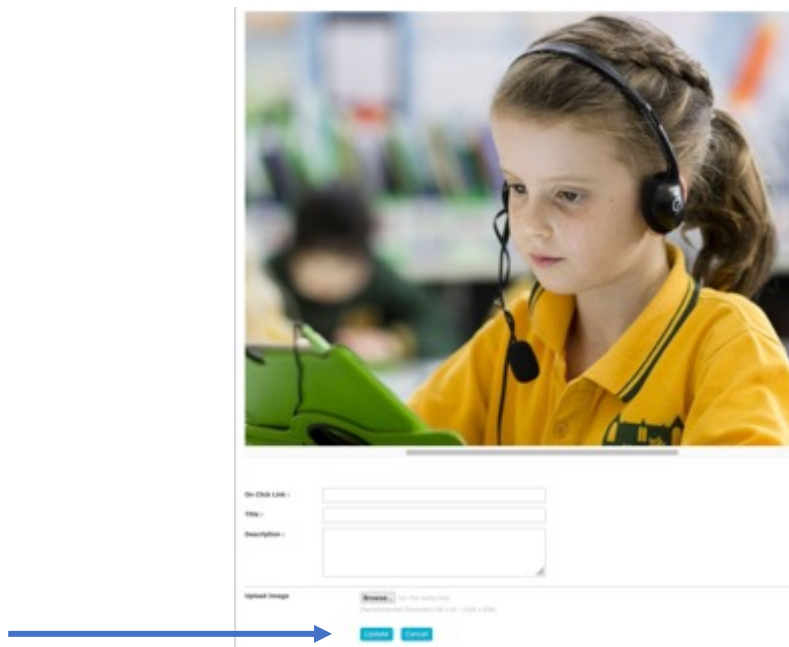
5. Your picture will load with a dotted cropping box around it. Select the best portion of the image and click on **Crop Image.**

6. Scroll to the bottom of the page and click **Update**.

7. Sequence your images from 1- 100 (although we would prefer if you had a maximum of 12 images) and click the Save button.
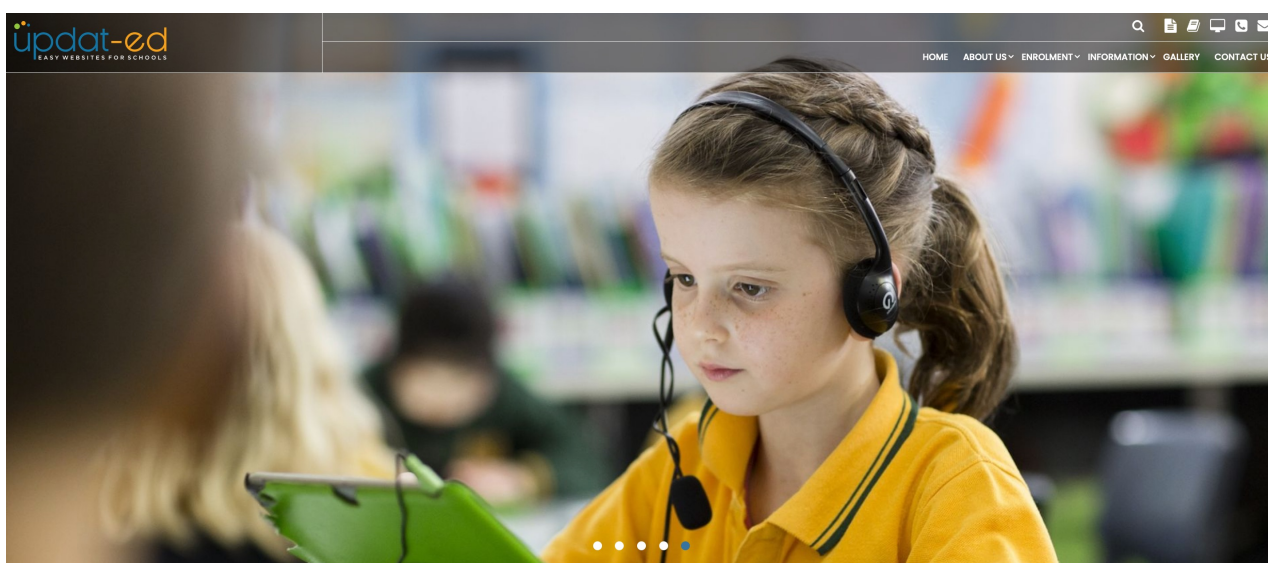
Theme 5 Homepage Photo Galleries

8. Visit your site to see your new gallery image. If you would prefer a different sequence, you can go in and change the numbers to display in any order you choose.

9. To add a title and description to your photos go to Media – Homepage Gallery 5 – Edit Gallery. Next to each of the photos you can add a title, description and link. Click Update.

10. Visit your site to see the changes. Notice the "Read More" if clicked on, it will take you to the Enrolment page that was linked.
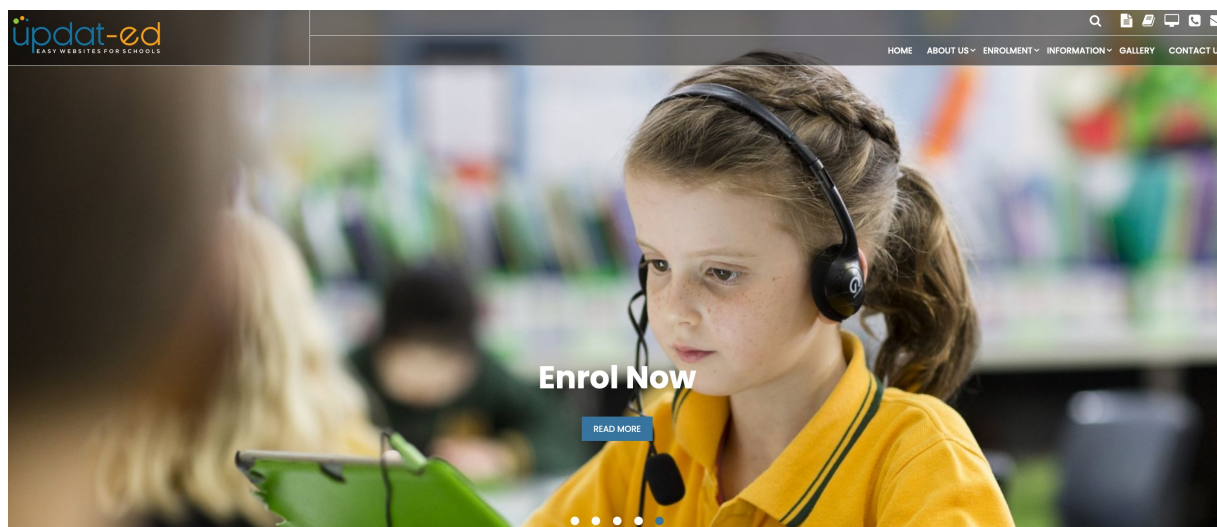
For theme 5a/5b

1. If your image is light at the top and you can't see your logo or menu properly, you can overlay the image so it appears darker.

Go to MEDIA – Home Gallery 5 – Click Edit Gallery.

Under the picture you will see a brightness level toggle. You can slide this to the left to darken the picture, or to the right to lighten.

EASY WEBSITES FOR SCHOOLS
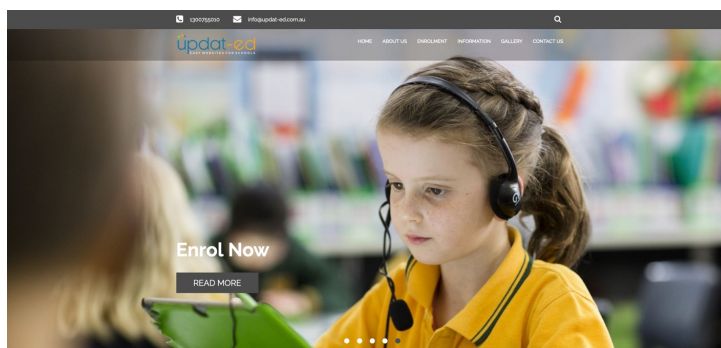
For theme 5a/5b

2. Updat-ed can also add an overlay or a solid colour to the top of your website so that your logo and menu pop better on all photos that are loaded. Just contact helpdesk for this free and quick change.

Standard 5b
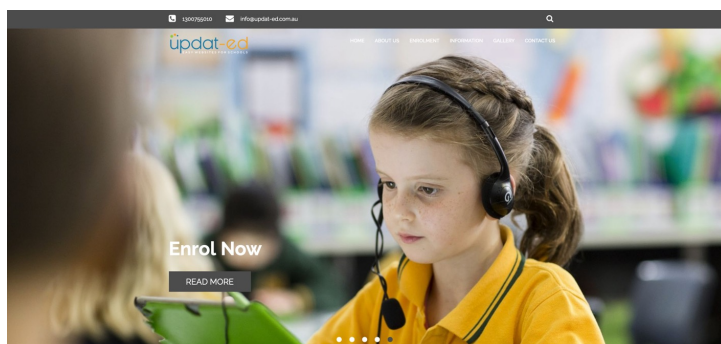
5b with overlay

5b with colour band