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Photo Gallery Tool

User's Guide & Documentation

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What is a Photo Gallery Tool?

The Photo Gallery Tool allows administrators easy access to upload photos through the web or using the conventional FTP software. The front end of the "Photo Gallery" can be formatted to fit your needs. Fonts, colors, and layout are all customizable through the Administration Toolbox.

Photo Gallery
View: Thumbnails Text Only


[ak_0307_peekie](#)

Size: 196x200




[ak_0309_bouquetl](#)

Size: 148x200



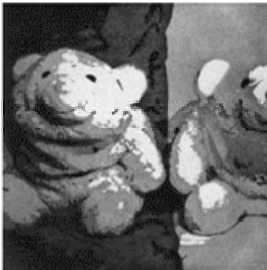
[ak_0309_bouquetll](#)

Size: 152x200



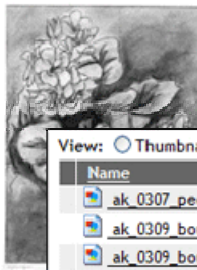
[ak_0505_bipolar](#)

Size: 198x199



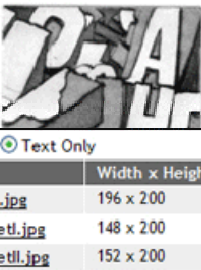
[ak_0508_hydrangeas](#)

Size: 161x200



[ak_0508_letterBlocks](#)

Size: 150x200



Front End

View: Thumbnails Text Only

Name	Width x Height	Size	Last Modified
ak_0307_peekie.jpg	196 x 200	198 Kb	7/18/2004 2:53:10 PM
ak_0309_bouquetl.jpg	148 x 200	179 Kb	7/18/2004 2:53:10 PM
ak_0309_bouquetll.jpg	152 x 200	171 Kb	7/18/2004 2:53:11 PM
ak_0505_bipolar.jpg	198 x 199	97 Kb	6/28/2005 2:28:49 PM
ak_0508_hydrangeas.jpg	161 x 200	89 Kb	10/5/2005 4:26:41 PM
ak_0508_letterBlocks.jpg	150 x 200	75 Kb	10/5/2005 3:55:02 PM

Administration

[Create Folder](#) [Upload Files](#)

View: Thumbnails Text Only

Name	Width x Height	Size	Last Modified
Group Folder		184 Kb	2/4/2007 1:45:39 AM
ak_0307_peekie.jpg		198 Kb	7/18/2004 3:53:12 PM
ak_0309_bouquetl.jpg		179 Kb	7/18/2004 3:53:12 PM
ak_0309_bouquetll.jpg		171 Kb	7/18/2004 3:53:12 PM
ak_0505_bipolar.jpg		97 Kb	6/28/2005 3:28:50 PM
ak_0508_hydrangeas.jpg		89 Kb	10/5/2005 5:26:42 PM
ak_0508_letterBlocks.jpg		75 Kb	10/5/2005 4:55:04 PM

The Toolbox & Tool Setup

The Administration "Toolbox" appears on the left of every administration page and contains links to available tools and setup pages. Click on the "Tool Setup" link to customize your tools.

Variables

The variables section allows you to modify specific variables for all of the tools. These variables give the tools their style and functionality.

Global Settings

To setup general font styles and colors that will carry throughout your tools select "Global Settings" from the drop down box.

The screenshot shows the 'Tool Setup' window for 'Global Settings'. It includes the following fields and options:

- Primary Color:** #666666
- Secondary Color:** #999999
- Header Style:** font-family: Myriad, "Gill Sans", "Century Gothic", "Trebuchet MS", arial; font-weight: normal; margin-bottom: 4px; letter-spacing: 1px;
- Sub-Header Style:** font-family: Myriad, "Gill Sans", "Century Gothic", "Trebuchet MS", arial; font-weight: normal; margin-bottom: 4px; letter-spacing: 1px;
- Text Style:** color: black; font-family: "Trebuchet MS", verdana, arial; font-size: 12px;
- Link Style:** color:black;
- Website Style Sheet:** http://www.ashleyKathleen.com/style.css (full URL)
- Add security module:** Yes No
- File Upload Method:** My server supports custom directory permissions; Non-COM upload (default) Help?
- Email Component:** Persits ASPEmail Help?
- SMTP Server:** localhost

An 'Update' button is located at the bottom of the form.

Primary Color: The primary color is used throughout the tools as the header and link color.

Secondary Color: The secondary color is used throughout the tools as the sub header color.

Header, Sub-Header, Text, and Link Styles: These text areas allow you to customize the styles of all of the fonts throughout the tools.

Website Style Sheet: This is the full URL (starting with http://) to your website style sheet.

Add Security Module: If you do not already have a layer of security surrounding your site's administration area this option will add one for you. Users will have to log in before they can administer any of the tools. Once the module has been activated the "Administrators" link will appear in the Tool Setup section of the Toolbox.

File Upload Component: Select which file upload component is installed on your hosting environment (if any). If you are unsure about what is installed on your hosting server click the "Help?" link.

Email Component: Select which email component is installed on your hosting environment (if any). If you are unsure about what is installed on your hosting server click the "Help?" link.

SMTP Server: If you have an email component installed on your hosting environment it will require an outgoing mail server. This is usually in the form of a domain name (mail.domain.com) or IP Address (123.456.123.456).

Photo Gallery Tool Settings

To setup variables for the Photo Gallery Tool(s) select "The Photo Gallery Tool" from the drop down box.

Setup Variables For **The PhotoGallery Tool** ▼

PhotoGallery

* Tool Name

* URL to Admin

* URL to Front-End

View Folder

Simple Layout This option removes all file details only displaying the image.

Who Can Upload?

Upload Type

Who Can Delete?

Who Can Create Folders?

Small/Large Filetypes If you want thumbnail images to pop into larger images each size must have a different file type with the EXACT same name. What filetypes do you want to associate with each?
format: smallType|largeType ex: gif|jpg

Force Thumbnail Size You can force the width of the thumbnails by entering the maximum pixels. Leave empty to display thumbnails at 100% of their size.

Lock Image Ratio

Thumbnails Across

Alternating Row Color Name (white) or Hex (#FFFFFF)

Folder is SubHeader

Show View Options

URL to Admin: URL to the tool's administration page.

URL to Front-End: URL to preview the Front-End.

View Folder: The name of the folder that contains all of your photos.

Simple Layout: This removes all details from the files.

Who Can Upload? If your server has a file upload component installed you can choose who can upload files to your photo gallery.

Upload Type: You can select to upload your files directly to your web site (Single File) or give your files a name before uploading them (Save As).

Who Can Delete? You can choose who can delete the files from your photo gallery.

Who Can Create Folders? You can choose who can create folders in your photo gallery.

Small/Large Filetypes: If you want thumbnail images to pop into larger images each size must have a different file type with the EXACT same name. Uploading a smaller image for the thumbnail reduces load times for the user.

Force Thumbnail Size: You can force the maximum pixel width/height of your thumbnail images so that your photo gallery displays more consistently.

Lock Image Ratio: If you have chosen to force a thumbnail size this option will force the image ratio. Otherwise, the width and height will be forced to the given thumbnail size.

Thumbnails Across: Select how many images you want across the page.

Alternating Row Color: When your users select the "Text Only" version of your Photo Gallery every other row has a different background color. Specify this color using the color name (White) or Hexidecimal number (#FFFFFF).



Folder is Sub-header: This makes folder names sub-headers instead of folders.

Show View Options: Shows/Hides the option to view Thumbnails or Text Only. If "No" the view will default to Thumbnails.


Administrators

Once the security module is activated this section will appear to global administrators in the "Tool Setup" section of the Toolbox. Clicking on the "Administrators" link will produce the following screen.

Tool Users	
New User	
Name	Tool Access
 Administrator	Global Administrator
<input checked="" type="checkbox"/>  Ashley Salinas	About Calendar Latest News*

From this screen you can turn on/off () , modify () or delete () any of the users other than the primary Global Administrator.

Adding and Modifying Administrators

Clicking on the modify icon () or the "New User" button will produce the following screen.

Tool Users	
* Name	<input type="text" value="Ashley Salinas"/>
* Email Address	<input type="text" value="ashley@ashleyKathleen.com"/>
* Password	<input type="password" value="*****"/>
* Tool Access	<input type="text" value="Tool Administrator"/> <small>This user type can only modify selected tools.</small> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> About <input type="text" value="Content and Setup"/> <input checked="" type="checkbox"/> Calendar <input type="text" value="Content Only"/> <input checked="" type="checkbox"/> Latest News <input type="text" value="Content and Setup"/> <input type="checkbox"/> Photo Gallery <input type="checkbox"/> Survey
<input type="button" value="Add User"/>	

Name: The user's full name.

Email Address: The user's email address. They will use this email to log in to the tool administration and, if an email component is selected, the location they will receive their password reminders.







Password: The user's password into the tool administration.

Tool Access: This is the user type. Users can either be "Global Administrators" having access to all tools, setups, and administrators or a "Tool Administrator". If the user is a "Tool Administrator" you can choose which tools the user has access to and whether they have access to the tool's setup screens ("Content and Setup") or only access to modify the content of the tool ("Content Only").







Common Components

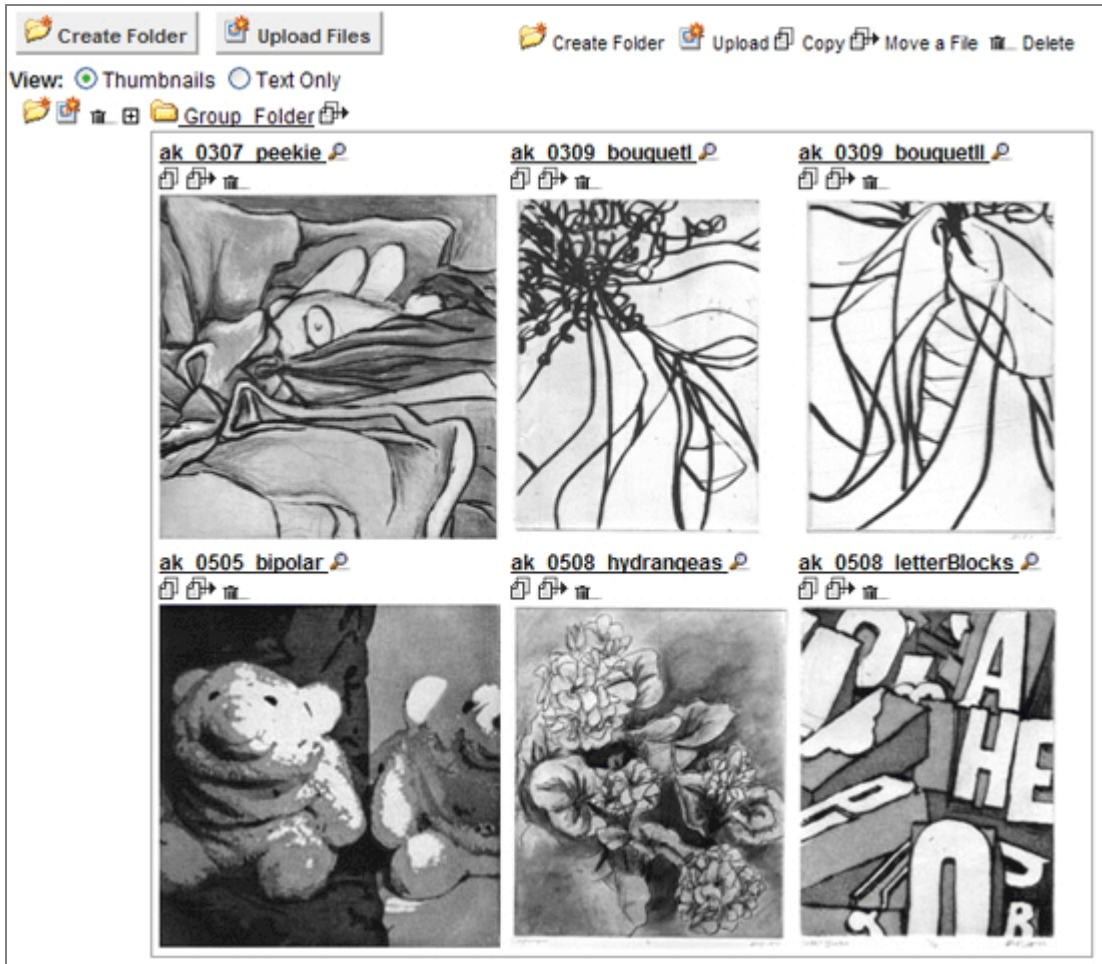
Icons

Here is a list of icons and their common definition throughout the tools:

-  Edit the record
-  Delete the record
-  View the record details
-  Copy a record
-  Indicates if record is active or inactive. Click to toggle record.
-  Expand or Contract a set of records

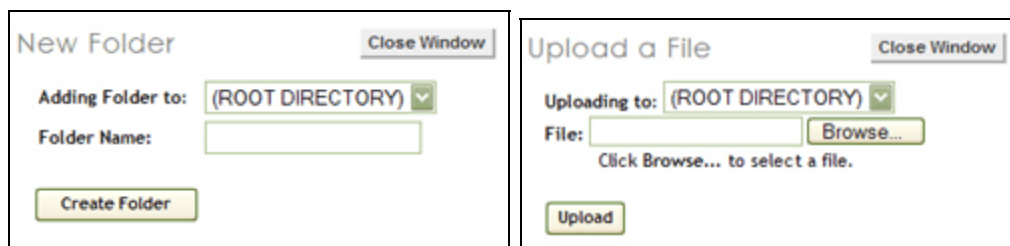
The Photo Gallery Tool

Upon logging into the Photo Gallery tool you will see the following screen. From this page you can preview images () , create folders () , upload files () , copy files () , move/rename files and folders () , and delete files and folders () .



Creating Folders & Uploading Files

Clicking on the "Create Folder" or "Upload Files" button at the top of the page will produce the following forms.



Uploading Files Using FTP

If you want to upload multiple files at once or your server does not have a file upload component installed you can upload your files using FTP. Visit your hosting companies support website for more information on how to connect to your website.

Recommended FTP Software

If your computer and hosting server are Windows based you might be able to use your browser to FTP to your website.

- 1) Open a browser to <ftp://www.yourdomain.com>
- 2) Type in your FTP username and password
- 3) Your files and folders should be displayed in the browser window. You can then drag and drop files directly from your computer.

Other Software

- Smart FTP (<http://www.smartftp.com/>)
- IP-Switch's WS-FTP (<http://www.wsftp.com/>)
- GlobalScape's Cute FTP (<http://www.cuteftp.com/>)

Technical Support

If you have any questions regarding information in this document or think you need help through this tool give me a call, or send me an email!

Contact Information:

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