

# Components in Joomla

*Instructor for this Workshop*

Web Development

School of Arts and Sciences

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# Components in Joomla!

## WELCOME

### **Instructor for this Workshop**

School of Arts & Sciences, Web Development

### **Once you arrive:**

1. Login to the workstation with your NetID
2. Open a web browser (Firefox or Chrome)
3. Go to the website: <http://www.sas.rutgers.edu/cms/sandbox3>

## *WHAT IS JOOMLA?*

Joomla! is Content Management System (CMS) software that runs on a web server, and allows you to update your unit's web site through a browser (such as Google Chrome, Mozilla Firefox, or Safari).

A content management system isolates the process of updating information from the more technical aspects of updating a website (such as administration, configuration, and design), and eliminates the need to edit HTML or use web design software.

Visit [www.joomla.org](http://www.joomla.org) and [help.joomla.org](http://help.joomla.org) for more information on Joomla!

## WHAT IS A COMPONENT?

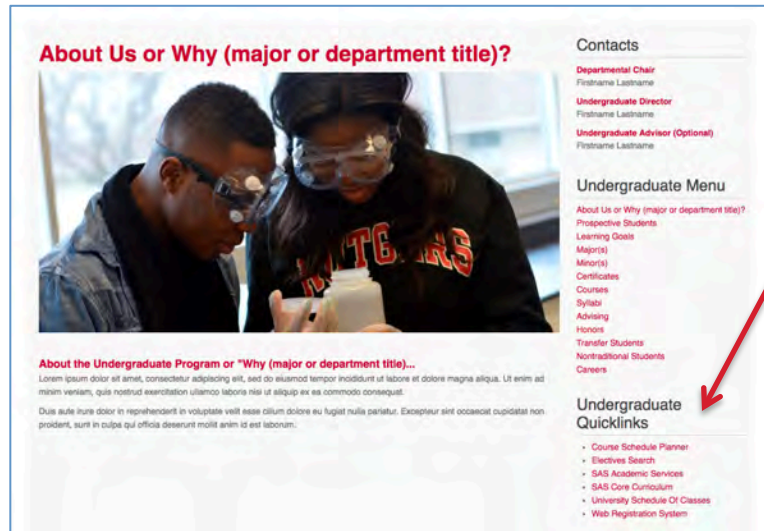
A component in Joomla! is a program that can include more complex information than just a 'plain' Joomla article. These components are referenced as 'mini programs'. They can be as simple as a weblinks manager or as complex as Jevents where events are managed and created and organized.

A Joomla Component might also include a module as well, which can pull the information together.

## JOOMLA WEBLINKS

Joomla weblinks is a great tool to use when you have multiple external links that you may need to be listed in a variety of places on the website. If in an article you have more than 3-5 external links, instead of just 'typing' them into the article, it may be easier to work with by creating a weblinks category, and creating the links.

### SAMPLE USE OF JOOMLA WEBLINKS

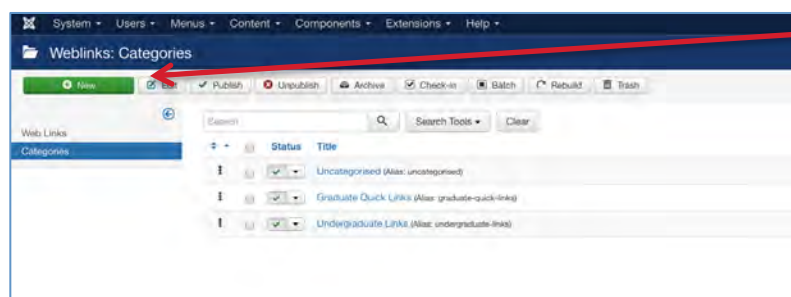


Weblinks in Use

### CREATE WEBLINKS CATEGORY

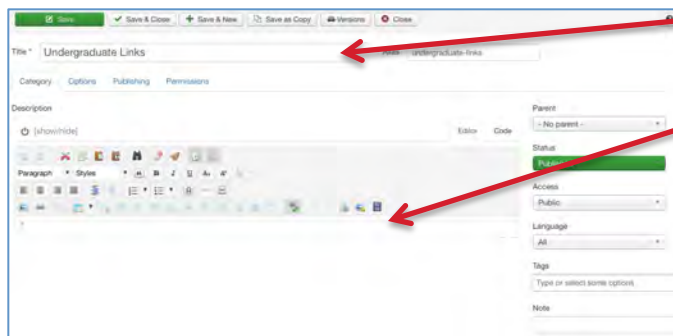
Components → Weblinks

Click CATEGORIES



Click NEW to create a  
NEW category

(Be sure to read the top of  
the page that it says,  
WEBLINKS: CATEGORIES)



Define title of Category

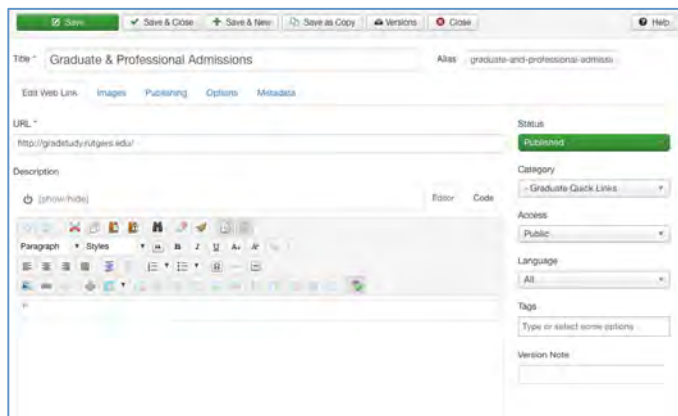
Include a description

Set status = Published

Create Weblinks for a category

Click weblinks (on left side)

### DEFINE LINK



Define Title

Define Category that it  
will display in

Define a description

## SHOW WEBLINKS ON WEBSITE

### 1. Use a Weblinks Module

This module can be positioned in 'sidebar-b', or included in content, with an embedded module.  
(as done in course schedules)

The screenshot shows the Joomla! Weblinks module configuration page. The title is 'Undergraduate Quicklinks'. The category is 'Undergraduate Links'. The count is set to 'All'. The ordering is 'Title' and the direction is 'Ascending'. The target window is 'Open in new window'. The follow/no follow option is 'Follow'. The description field has 'Show' and 'Hide' buttons. The right sidebar shows the status as 'Published', position as 'sidebar-b', start publishing, end publishing, access as 'Public', ordering as '9. Undergraduate Menu', language as 'All', and a note field with the text 'external links weblinks'.

Define title

Select Category to select links from

Select count

Ordering option

Target Window: If external links, it should be set to open in a new window

## 2. Define a Menu item to show Weblinks in a category

Define type as WEBLINKS in a CATEGORY

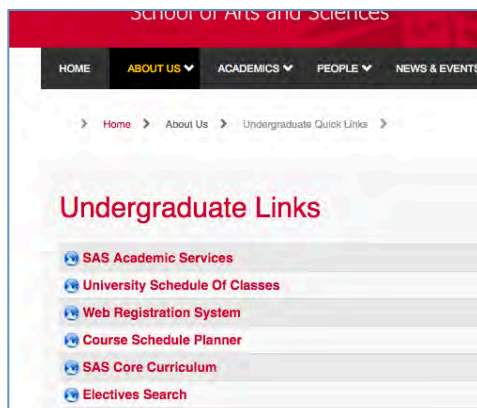
The screenshot shows the Joomla! administrator interface for creating a new menu item. The 'Menu Item Type' is set to 'List Web Links in a Category'. The 'Select a Category' dropdown is set to 'Undergraduate Links'. The 'Link' field contains the URL 'index.php?option=com\_weblinks&view=category'. The 'Target Window' is set to 'Parent'. The 'Template Style' is set to 'Use Default'. The 'Menu' dropdown is set to 'Main Menu'. The 'Parent Item' dropdown is set to 'Menu Item Root'. The 'Status' is set to 'Published'.

## List Layouts

The screenshot shows the 'List Layouts' tab in the Joomla! administrator interface. The 'Menu Title' is 'Undergraduate Quick Links'. The 'Filter Field' is set to 'Hide'. The 'Display Select' is set to 'Hide'. The 'Table Headings' is set to 'Show'. The 'Links Description' is set to 'Show'. The 'Hits' is set to 'Hide'. The 'Pagination' is set to 'Hide'. The 'Pagination Results' is set to 'Use Global'.

Show Hits?

## Preview of Menu Item display





## JEVENTS

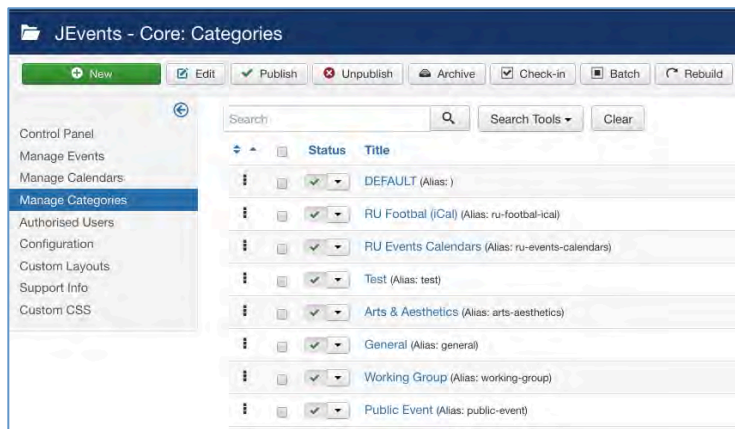
### OVERVIEW OF JEVENTS

JEvents is an event management system that can store information about events. The events can be organized by categories, which helps to display them in different 'groupings'. In fact events can actually exist in MULTIPLE categories. Events can be displayed in a module position or as a menu item through the regular menu. There are many different types of options for the display.

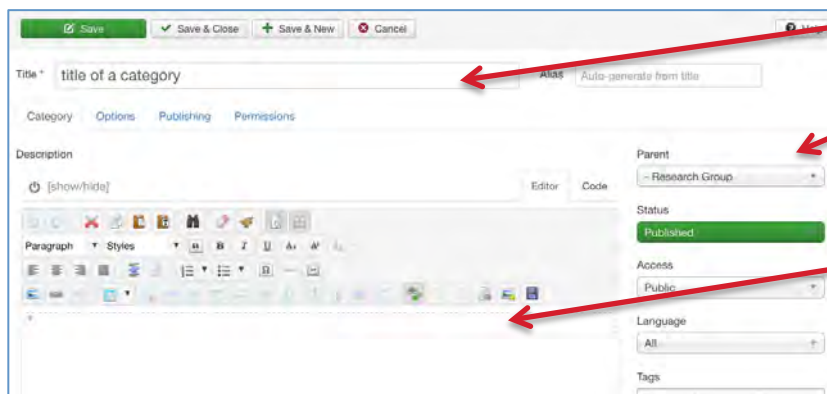
To go to JEvents:

Components → JEvents

### MANAGE EVENT CATEGORIES



Click on NEW to create a new category

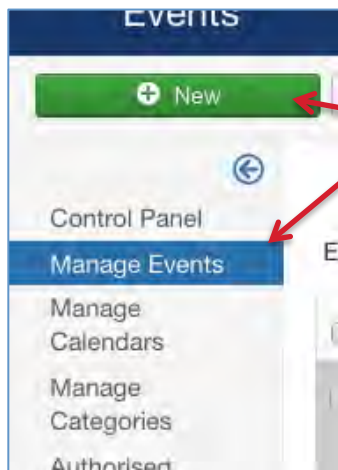


Title

Parent: This is a good way to organize the categories if needed

Description: Not really used, or needed...

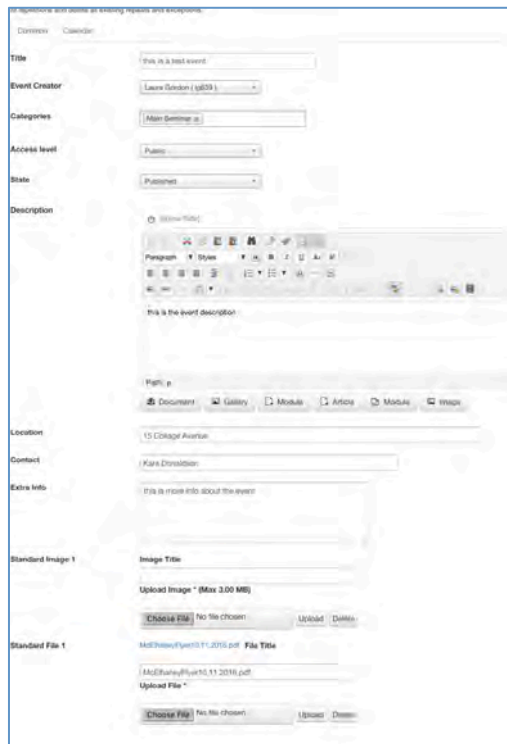
## WORK WITH EVENTS



Click Manage Events to work with Events

Click NEW to create a new event.

## Event Details



Title of event

Select one or multiple categories

## Event Calendar (Date Details)

Common

Calendar

Start, End, Duration

All day Event or Unspecified time

12 Hour

Start date

2017-04-04

Start Time

8:00

am

pm

End date

2017-04-04

End Time

5:00

am

pm

No specific end time

Repeat type

No Repeat

Daily

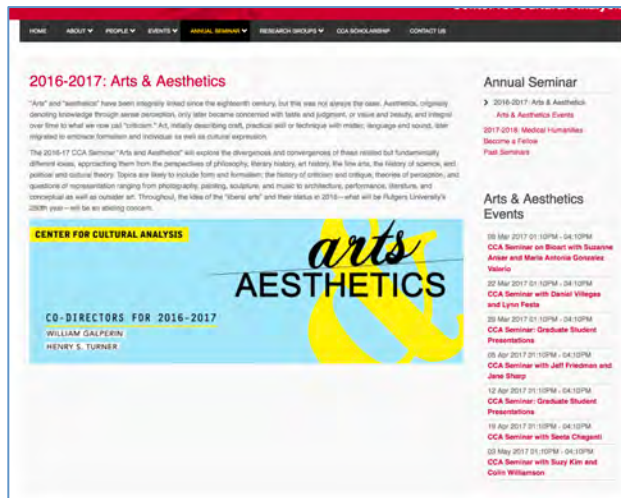
Weekly

Monthly

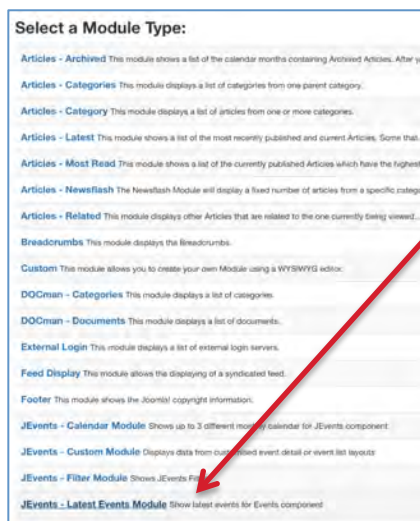
Yearly

## DISPLAY OF EVENTS ON WEBSITE

### Sidebar Module



### How to setup Side Module



Select JEvents – Latest Events Module

## Define the Latest Events Module

**JEvents - Latest Events Module**

Show latest events for Events component

Choose JEvents theme:

Enable Cache: ☐ No ☒ Yes

Apply content plugins to module output: ☐ No ☒ Yes

Module Class Suffix:

Select categories - leave blank for all:

Lock category filters: ☐ No ☒ Yes

Ignore JEvents Filters: ☐ No ☒ Yes

Target Menu Item:

Include JEvents Latest CSS: ☐ No ☒ Yes

Override Layout:

Use Settings:

Show navigation icons (Club Themes Only): ☐ No ☒ Yes

Select from predefined layouts:

Custom Format String: 

```
<span class="icon-calendar"><span>$(startDMYhd %d %M %Y):</span></span>
<span class="icon-time"><span>$(startDate%u %M %d):</span></span>
[&~ $(endDate%u %M %d)]</span>
<span class="icon-hand-right"></span></pre>
```

Custom CSS:

Maximum Events to Display:

Display Mode:

Display Events from the next ? days (modes 2, 3, 5, 6 and 7 only):

Measure time from now?: ☐ No ☒ Yes

Past Events Only:

Only Display a Repeating Event Once: ☐ No ☒ Yes

Multiday Event Display:

Select Category (or multiple)

Target Menu item (on click of event where you are taken to)

Define Format String

Number of Events to display (max number)

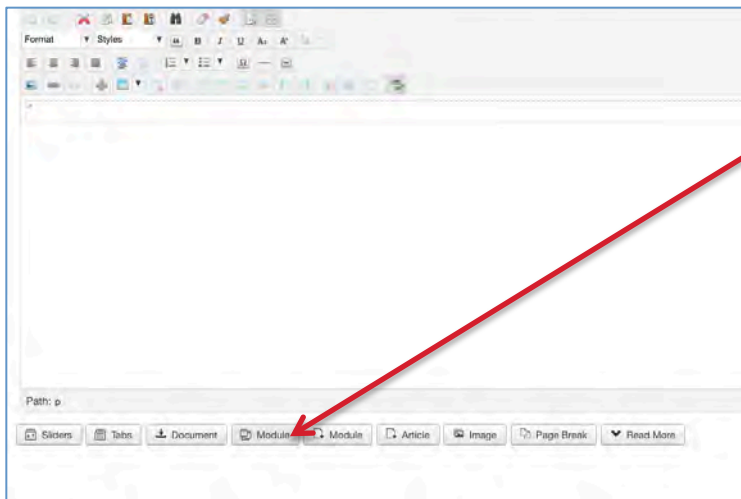
Display events from ? number of days

Past, Future or all events?

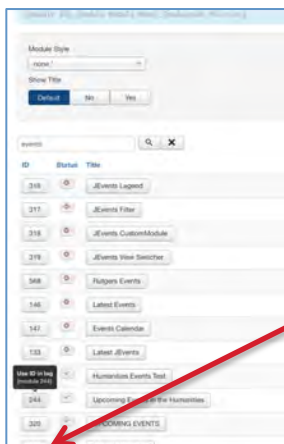
Display a repeating event format

## How to EMBED Latest News Module into an article

1. Create Latest News Module
2. Create an Article
3. Follow steps below:



Click on MODULE plugin

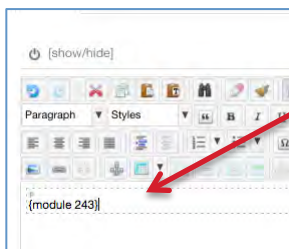


Select Module ID NUMBER.

By selecting the Module ID (not the name), then if the name of the module is changed, it will still work)

The syntax is:

{module XXX}



## Result options of JEvents Display

Embedding Module inside of an Article (Result):

**RUTGERS**  
School of Arts and Sciences

German Language and Literature

German Movie Night  
Wednesdays at 8pm  
Bishop Quad, Leupp Hall, Hogwarts Lounge  
College Avenue

German Activities  
German Club  
German Movie Night  
Language Practice and Tutoring  
German Bookstore  
German Conversation Table

Current Movie Dates:  
German Movie Night: 01 Apr 2017 - 07:00PM - 10:00PM  
German Movie Night: 12 Apr 2017 - 07:00PM - 10:00PM  
German Movie Night: 19 Apr 2017 - 07:00PM - 10:00PM  
German Movie Night: 26 Apr 2017 - 07:00PM - 10:00PM

## DISPLAY JEVENTS AS A MENU ITEM SAMPLES:

Displaying Events as a Menu Item in a List Format

**RUTGERS**  
School of Arts and Sciences

HOME ABOUT US ACADEMICS PEOPLE RESEARCH RESOURCES NEWS & EVENTS FOR ALUMNI & FRIENDS

Search Event Select Category Reset  
All categories OK

**List All Events**

Start Date	Start Time	Title Link	Category	Speaker/Contact	Location
Tuesday, 04 April 2017	11:45	"Sensitivity analysis of long-term cash flows"	Mathematical Finance and Probability Seminars		
Tuesday, 04 April 2017	12:00	"Existence and regularity theories of Poisson's equation"	Graduate Student Analysis Seminar		
Tuesday, 04 April 2017	3:00	"Convergence of Yamabe flow on manifolds with minimal boundary"	Geometric Analysis Seminar		
Tuesday, 04 April 2017	3:30	"INTERIOR CURVATURE ESTIMATES AND THE ASYMPTOTIC PLATEAU PROBLEM IN HYPERBOLIC SPACE"	Topology/Geometry Seminar		
Wednesday, 05 April 2017	10:20	"Commutative Flag Varieties and their Quantum K-Theory: Some Results"	Ph.D. Thesis Defense		
Wednesday, 05 April 2017	11:00	"A Nearly Optimal Lower Bound on the Approximate Degree of AC <sup>0</sup> "	DIMACS Theory of Computing Seminar		

Display Events as a Menu Item in a Calendar type format

**RUTGERS**  
School of Arts and Sciences

HOME ABOUT US ACADEMICS PEOPLE NEWS & EVENTS ACTIVITIES SUPPORT US CONTACT US

Events Calendar  
April, 2017

By Year By Month By Week Today Jump to month

Month April 2017

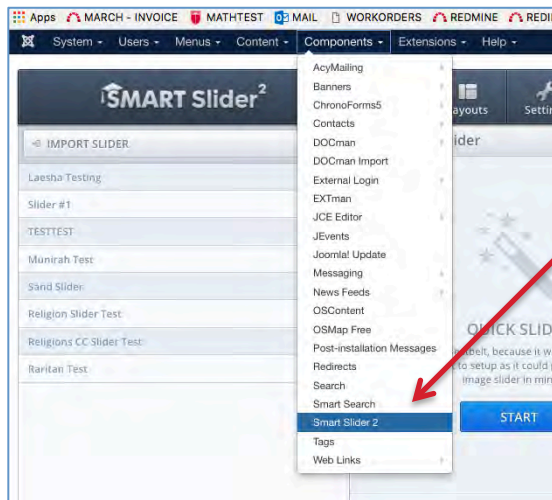
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

DEFAULT Lectures Info Sessions Cultural Events Movies Discussion Placement tests Testing  
Greg Young Scholar Series Lectures Greg Kato Scholar Talk German Movie Night All Categories ...

## WORK WITH SMART SLIDER 2

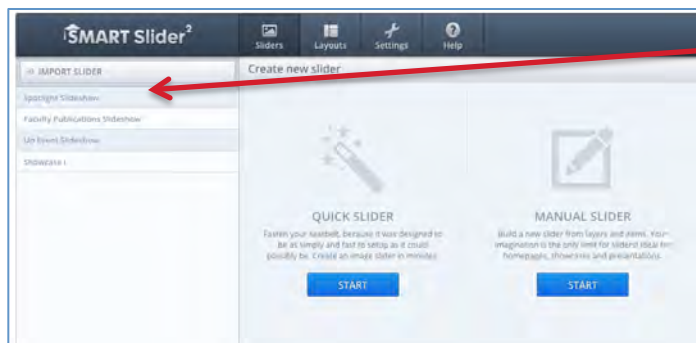
Smart slider 2 is the slideshow component that we use on all of the home pages of the website. This tool can be used on other pages as well. The tool is quite complex, we will focus on basic editing techniques.

### EDIT CURRENT SMART SLIDER SLIDESHOW



Components → Smart Slider 2

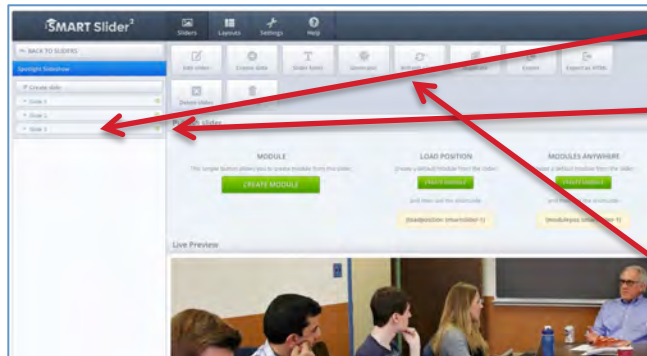
### Select Slideshow to Edit



Click on Slideshow to edit.  
In this example it is the  
Spotlight Slideshow

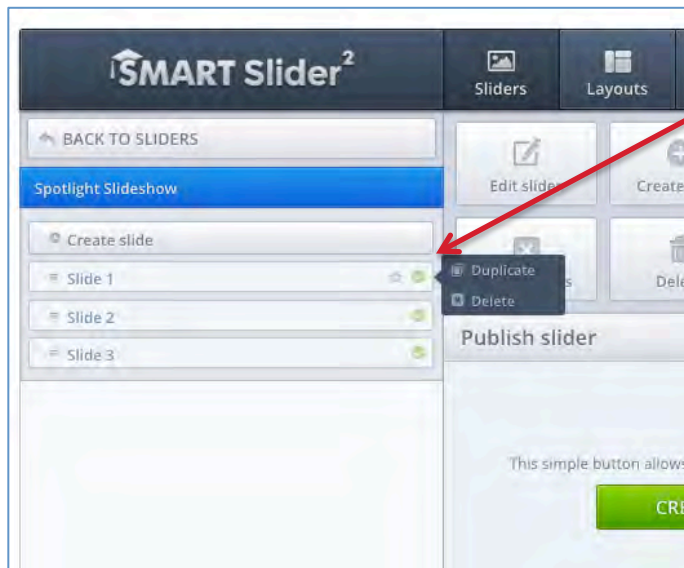


## Slideshow Details



1. Click on individual Slides here to edit.
2. Click on the 'green circle' to unpublish slides
3. DRAG slides as needed to re-sequence
4. If changes don't seem to save, click on REFRESH CACHE

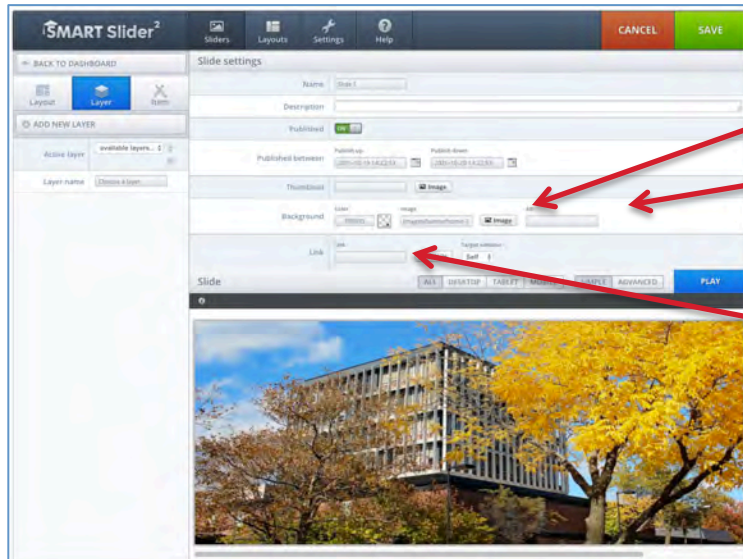
## Duplicate or Delete Slide



- Hover mouse over slide, can select DUPLICATE to make a copy of a slide.
- Can select DELETE (this will delete a slide)

## Edit a Slide

Click on a slide to Edit

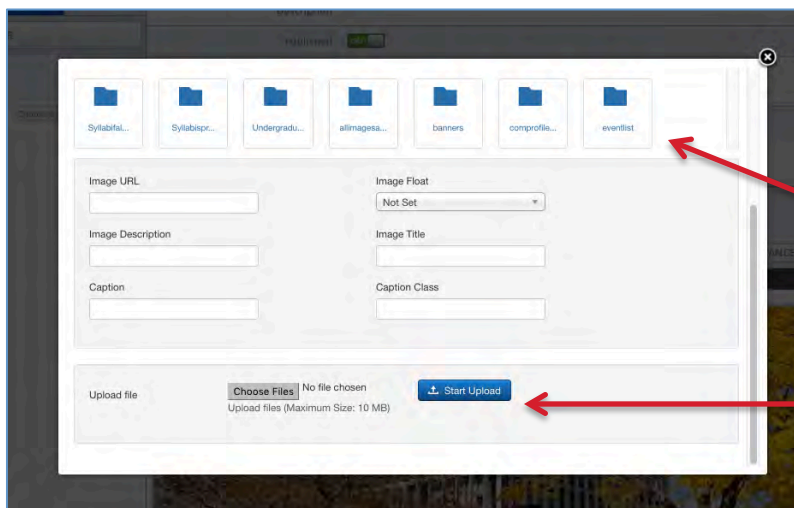


To change the image, click on the image button

Add ALT Text to the image if it represents something

**\*NOTE**, images should be 1200 x 400 to fit properly.

To have the image link to a specific page, type in the URL in the Link



Images used in the Smart Slider are stored in the MEDIA MANAGER

It is recommended to have a folder specifically for 'banner images'.

Click upload just as if you are adding an image to media manager.

## WORK WITH VISFORMS

Visforms is a form tool in Joomla that can collect data. This information can be saved in a table and exported easily to .xls or to access as a .csv file. The data can also be displayed on a website if needed.

The forms are 100% customizable different fields can be created depending on what information you need to collect.

### CREATE A NEW FORM / FORM PROPERTIES

Components -> VISFORMS

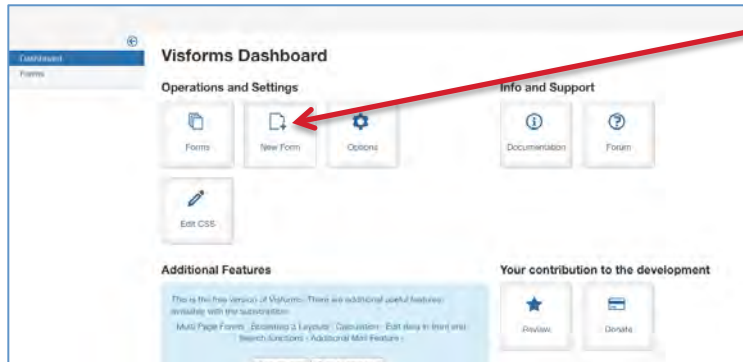
#### Create a COPY of a Form

The image shows two screenshots from the Joomla Visforms component. The top screenshot displays the main forms management interface with a toolbar containing buttons for New, Publish, Unpublish, Check-in, Delete, Edit, and Batch. A red arrow points from the 'Batch' button to a text box. The bottom screenshot shows a 'Batch copy selected forms' dialog box with options for 'Set Access Level' and 'Set Language', both set to 'Keep original'. Under 'Copy existing fields with forms', the 'Yes' radio button is selected. A red arrow points from this 'Yes' option to another text box.

1. Select the form  
2. Click on BATCH

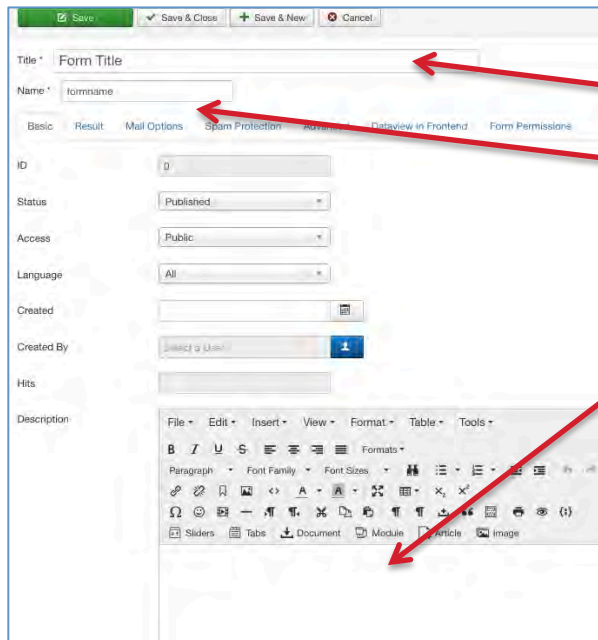
Click on YES for copy existing fields

## Create a New Form



Click New Form

## Basic Form Properties



Basic

Form Title – Displayed title

Name: Cannot have spaces

Can leave the rest blank

## Result

### Result

Save Result → YES

This means data will be STORED when the form is completed

### Text Result

This is displayed after the form is completed, such as, 'Thank you for registering'

### Redirect URL

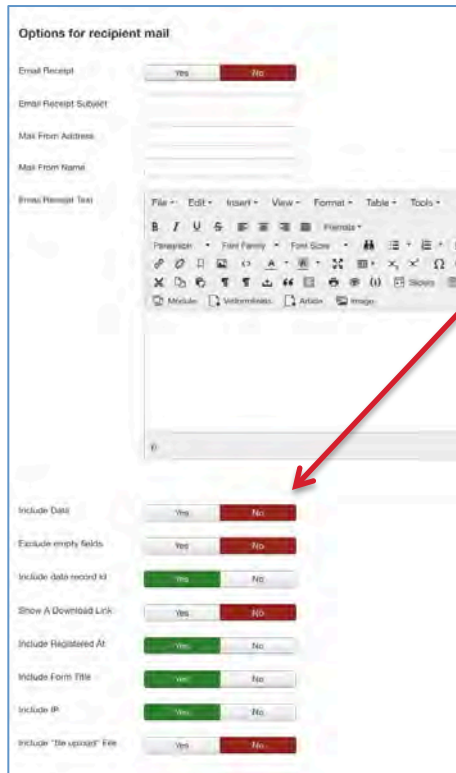
If you prefer for the user to be taken to a different page after the form is completed.

## Mail Options

Top part of this page references the ADMIN Mail, or the site Owner Email, specify if you want the person 'running the event' to receive an email and the details you want them to receive.

## Options for Recipient Mail

These options are defined for the person that is FILLING out the form.

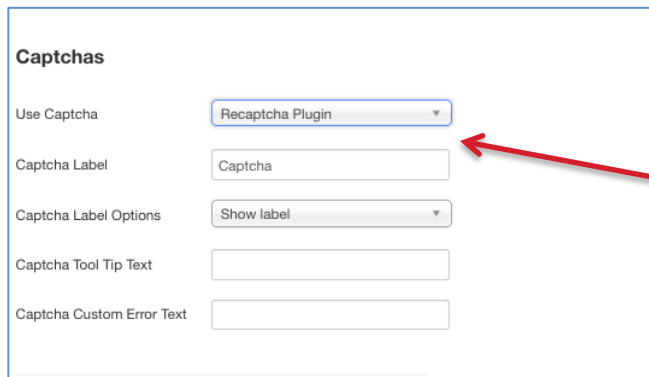


The screenshot shows the 'Options for recipient mail' configuration page. It includes a WYSIWYG editor for the email message body. Below the editor, there are several toggle options for including or excluding specific data in the email. A red arrow points from the explanatory text box to the 'Include Data' toggle.

Option	Yes	No
Email Receipt	<input type="radio"/>	<input checked="" type="radio"/>
Email Receipt Subject	<input type="text"/>	<input type="text"/>
Mail From Address	<input type="text"/>	<input type="text"/>
Mail From Name	<input type="text"/>	<input type="text"/>
Email Message Text	<div>WYSIWYG Editor</div>	
Include Data	<input checked="" type="radio"/>	<input type="radio"/>
Exclude empty fields	<input type="radio"/>	<input checked="" type="radio"/>
Include data record id	<input checked="" type="radio"/>	<input type="radio"/>
Show A Download Link	<input type="radio"/>	<input checked="" type="radio"/>
Include Registered At	<input checked="" type="radio"/>	<input type="radio"/>
Include Form Title	<input checked="" type="radio"/>	<input type="radio"/>
Include IP	<input checked="" type="radio"/>	<input type="radio"/>
Include "Be updated" Field	<input type="radio"/>	<input checked="" type="radio"/>

If you want the fields that they filled out included in the email, click Include Data = Yes

## Spam Protection



The screenshot shows the 'Captchas' configuration page. It includes a dropdown menu for 'Use Captcha' (set to 'Recaptcha Plugin'), a text input for 'Captcha Label', a dropdown for 'Captcha Label Options' (set to 'Show label'), and text inputs for 'Captcha Tool Tip Text' and 'Captcha Custom Error Text'. A red arrow points from the explanatory text box to the 'Recaptcha Plugin' dropdown.

Use Captcha	<div>Recaptcha Plugin</div>
Captcha Label	<input type="text" value="Captcha"/>
Captcha Label Options	<div>Show label</div>
Captcha Tool Tip Text	<input type="text"/>
Captcha Custom Error Text	<input type="text"/>

- Scroll towards the bottom of the options to CAPTCHAS
- Some users prefer the regular 'recaptcha plugin' (instead of the visforms captcha)

## WORK WITH FIELDS FOR FORM

Once a form is created, to edit the fields, click to edit the form, then click on the 'FIELDS' button

The screenshot shows the top of a form editor. At the top, there are buttons: 'Save', 'Save & Close', 'Save & New', 'Save as Copy', 'Fields', 'Tools', and 'Close'. A red arrow points to the 'Fields' button. Below the buttons, there are input fields for 'Title' (containing 'Form Title') and 'Name' (containing 'formname'). Below these are tabs: 'Basic', 'Result', 'Mail Options', 'Spam Protection', 'Advanced', 'Dataview in Frontend', and 'Form Permissions'. The 'Basic' tab is selected. Below the tabs, there are input fields for 'ID' (containing '1') and 'Status' (containing 'Published').

Each field has different 'variables' that can be defined...

### Text Field

The screenshot shows the 'Text Field' configuration page. On the left, there are input fields for 'ID', 'Form ID', 'Form Title', 'Status', 'Created', and 'Created By'. The 'Type' dropdown is set to 'Text'. A red arrow points to this dropdown. On the right, there are various configuration options. The 'Required' checkbox is checked. A red arrow points to this checkbox. Below the 'Required' checkbox, there are options for 'Minimum Length', 'Maximum Length', 'Custom Validation', 'Read-Only', 'Tool Tip Text', 'Custom Error Text', 'Initial Value', 'Fill Field With', 'Equal To', and 'Conditional Field'. A red arrow points to the 'Type' dropdown in the 'Conditional Field' section.

Select Type = TEXT

Select REQUIRED (for a required field)

### Check Box Group

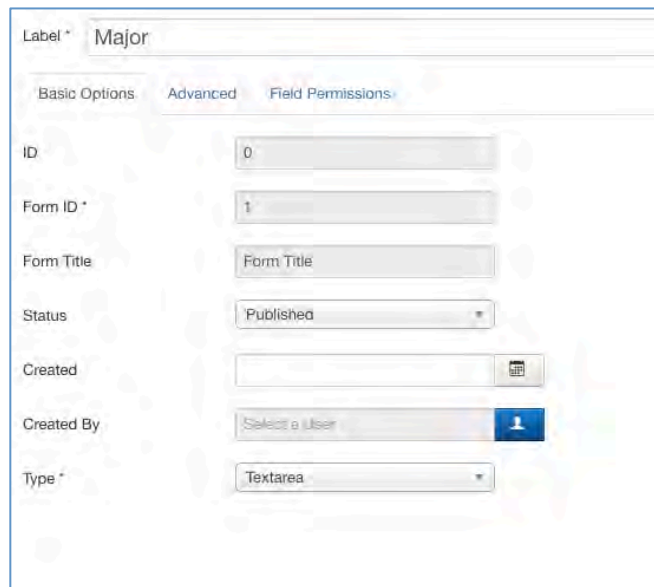
The screenshot shows the 'Check Box Group' configuration page. On the left, there are input fields for 'ID', 'Form ID', 'Form Title', 'Status', 'Created', and 'Created By'. The 'Type' dropdown is set to 'Check Box Group'. A red arrow points to this dropdown. On the right, there are various configuration options. The 'Required' checkbox is checked. A red arrow points to this checkbox. Below the 'Required' checkbox, there are options for 'Minimum Length', 'Maximum Length', 'Custom Validation', 'Read-Only', 'Tool Tip Text', 'Custom Error Text', 'Initial Value', 'Fill Field With', 'Equal To', and 'Conditional Field'. A red arrow points to the 'Type' dropdown in the 'Conditional Field' section. Below the configuration options, there is a section titled 'Create Options List' with a table of options.

Type: Check Box Group

Add new values, note the 'VALUE' is what is stored in the database

A Check Box Group allows multiple options to be selected.

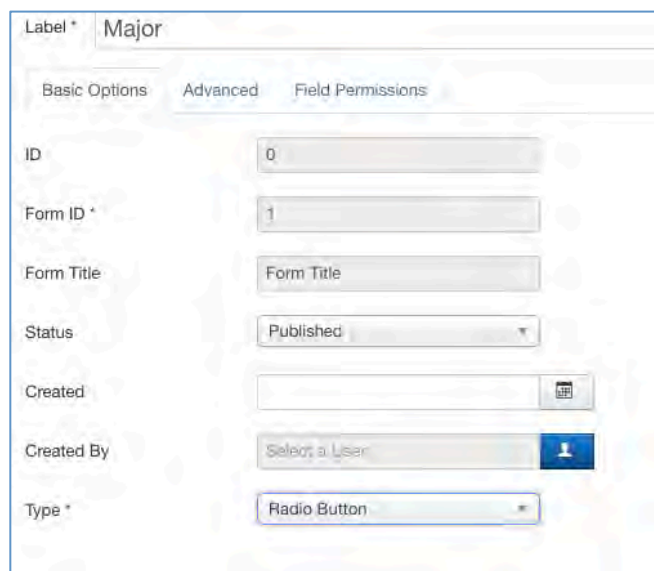
## Text Area



The screenshot shows the Joomla! Component Manager interface for configuring a new component. The 'Label' is set to 'Major'. The 'Basic Options' tab is selected. The 'Type' dropdown is set to 'Textarea'. The 'ID' is 0, 'Form ID' is 1, 'Form Title' is 'Form Title', 'Status' is 'Published', 'Created' is empty, 'Created By' is 'Select a User', and 'Type' is 'Textarea'.

Text Area is good for a 'large text' field such as 'comments', 'instructions'.

## Radio Button



The screenshot shows the Joomla! Component Manager interface for configuring a new component. The 'Label' is set to 'Major'. The 'Basic Options' tab is selected. The 'Type' dropdown is set to 'Radio Button'. The 'ID' is 0, 'Form ID' is 1, 'Form Title' is 'Form Title', 'Status' is 'Published', 'Created' is empty, 'Created By' is 'Select a User', and 'Type' is 'Radio Button'.

Radio Button works like a 'check box group'. Except only ONE option can be selected at a time (not multiple items)



## File Upload

File upload allows a file to be uploaded with the form. This 'pdf' can be stored on the website.

This field type is good if you want to include an 'upload of a abstract' for example.

Please keep in mind files that are uploaded should NOT contain personal information. **Anything that is uploaded could be accessed to the public.**

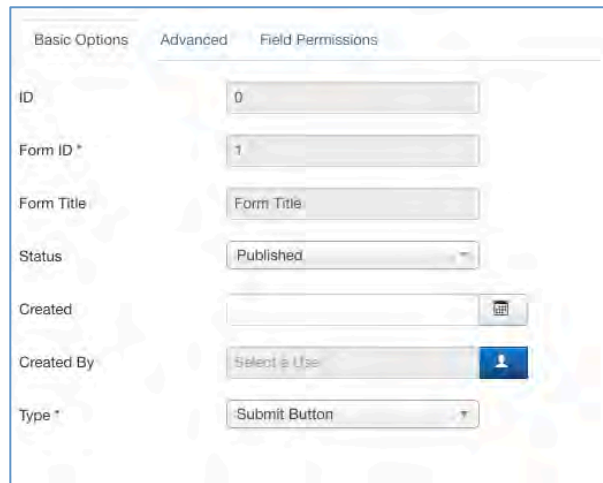
We are in the process of creating our file upload policy.

## Select

Select works similar to the Multiple Check Box Group.

To allow for 'multiple items' to be selected, check off the 'multiple items'.

## Submit Button

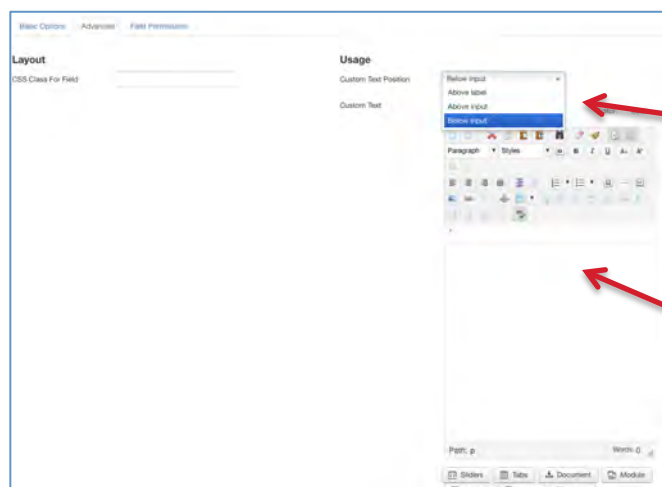


The screenshot shows the 'Basic Options' tab for a Joomla! component. The fields are as follows:

Field	Value
ID	0
Form ID *	1
Form Title	Form Title
Status	Published
Created	
Created By	Select a User
Type *	Submit Button

The submit button is the 'SEND' button to submit the form.

## Advanced Tab on all Fields



The screenshot shows the 'Advanced' tab for a Joomla! component. The 'Usage' section is expanded, showing a dropdown menu for 'Custom Text Position' with the following options:

- Below Input
- Above Label
- Above Input

Below the dropdown menu is a text area for 'Custom Text'.

Click on the ADVANCED TAB

Custom Text Position:

- Below Input
- Above Label
- Above Input

Custom text is the text to be displayed.

## WORK WITH DATA RESULTS

As long as the form was set to STORE DATA results, it is easy to display the data results in the back end, export to a .csv, or on the front end.

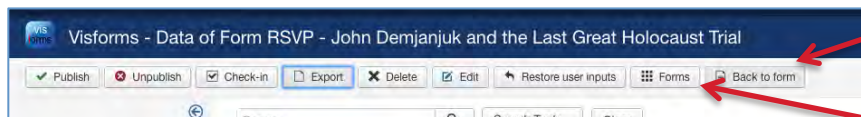
Visit visforms – Work with Forms

ID	Published	Access	Fields	Author	Date	Data	Hits	Language
1	<input checked="" type="checkbox"/>	Public	3	admin	2016-06-09		9	en
2	<input checked="" type="checkbox"/>	Public	3	admin	2016-06-09		3	en
3	<input checked="" type="checkbox"/>	Public	1	admin	2016-06-09		1	en
4	<input checked="" type="checkbox"/>	Public	3	admin	2016-07-07		483	en

Click Display  
Data

ID	Published	Modified	Created By	first-name	last-name	email	attentive-number	additional-guests	IP Address	Date
1	<input checked="" type="checkbox"/>	No	0	Paulettekatz	Katz	paulettekatz@gmail.com	3	Sandy Alan	76.117.208.91	2016-06-09 14:12
2	<input checked="" type="checkbox"/>	No	0	aheryll	napaport	aheryll@napaport.com	1		63.76.48.66	2016-06-09 14:12
3	<input checked="" type="checkbox"/>	No	0	Theodore	Stahl	theodore@stahl.com	1		67.83.64.141	2016-06-09 14:12

Click EXPORT Data  
to bring data into  
.csv or .xls



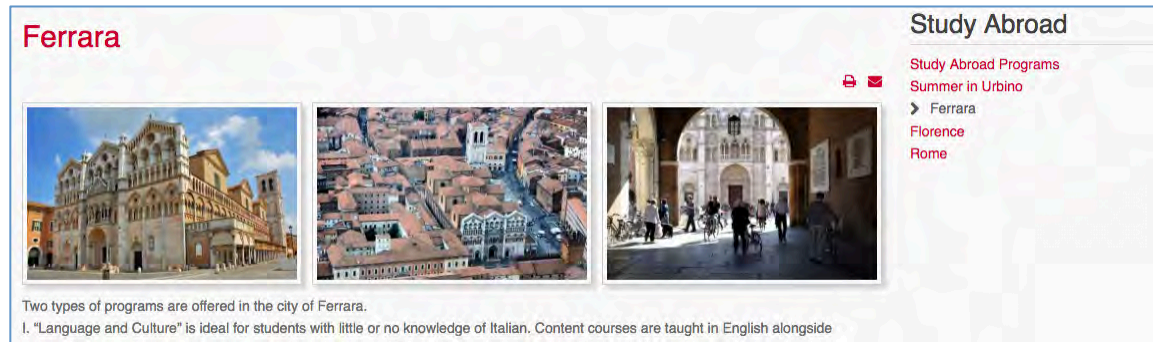
Click Back to Form to  
return to Form

FORMS to get back to  
the listing of all forms.

## IGNITE GALLERY

Ignite Gallery is an image gallery tool that has the following functionality benefits:

### 1. Display gallery with Thumb-nails only (Responsive)



### 2. Display gallery as a 'slideshow' with a main image (with or without thumbnails)



3. Can edit images from gallery on FRONT END (do not need to login to administrator to manage galleries)

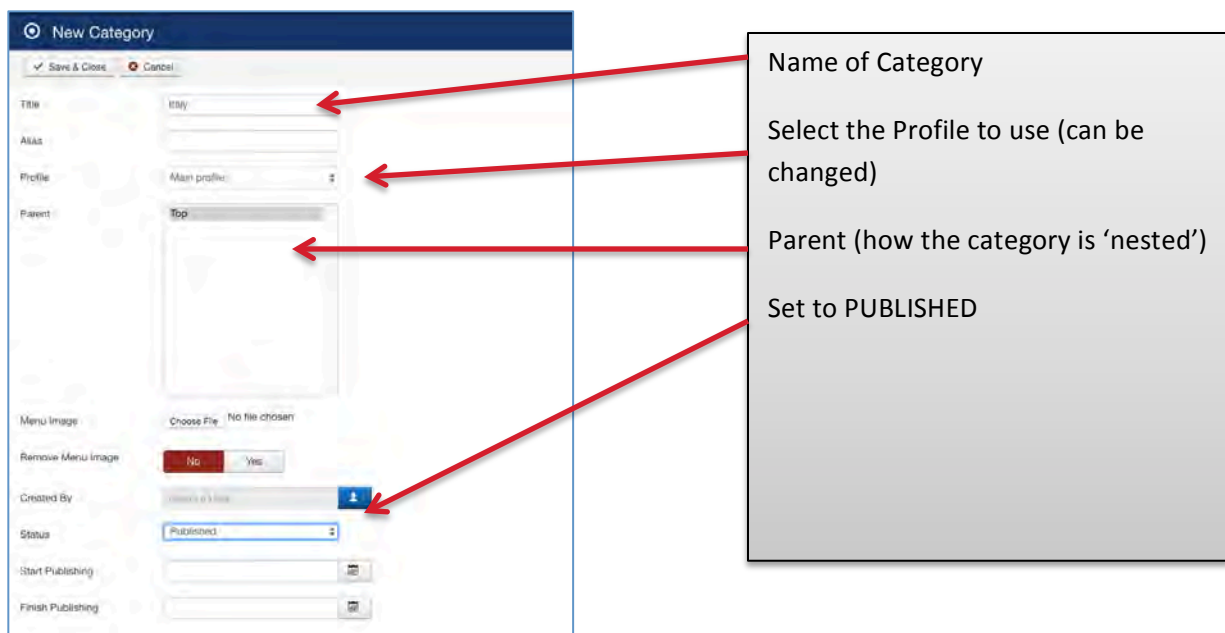
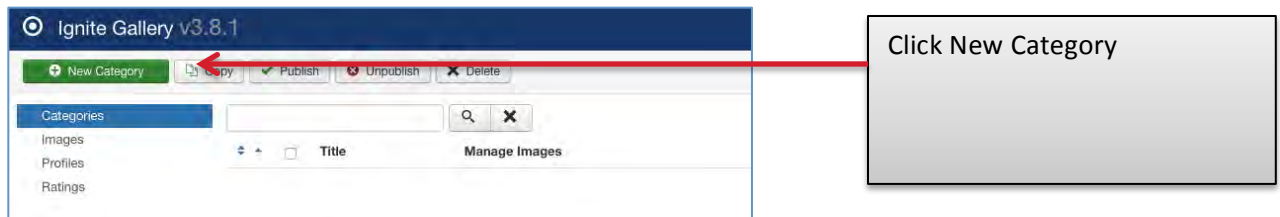
4. Galleries can be created within nested categories for easy display

If this tool is not installed on your website, please create a work order to request that we install it for you.

## CREATE GALLERY

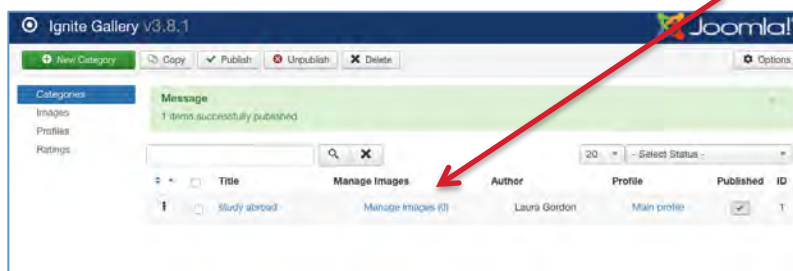
Components → Ignite Gallery → Category

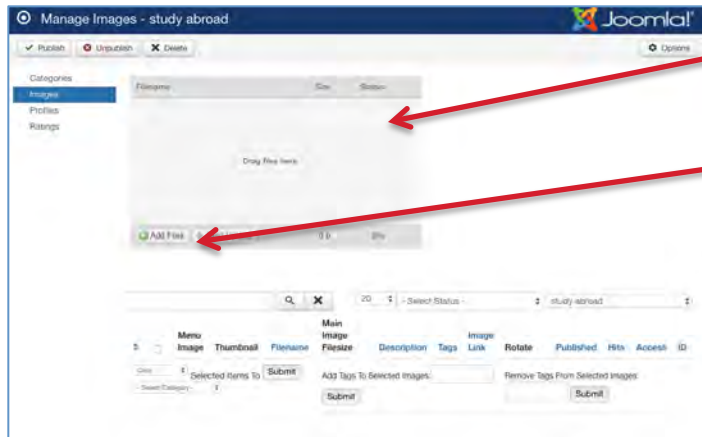
The category structure can be 'nested' and can have images in each level if needed.



## UPLOAD IMAGES

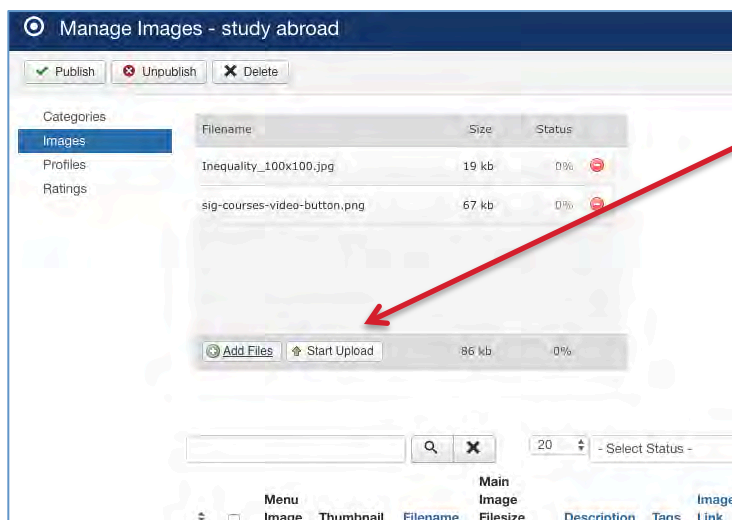
While on the CATEGORY Listing Page, click on the Manage Images (0) link





Drag images into the GRAY box

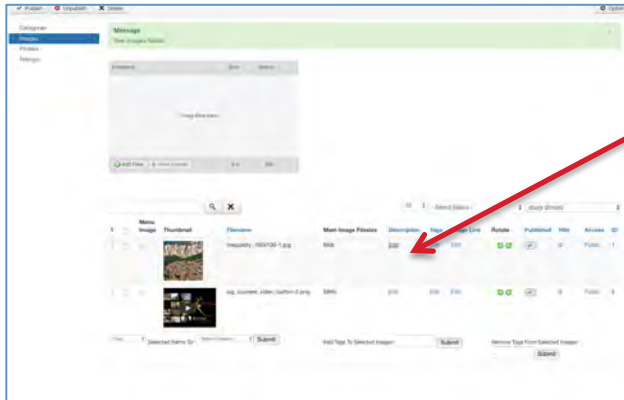
Click Add images button, to get to the 'browse' area.



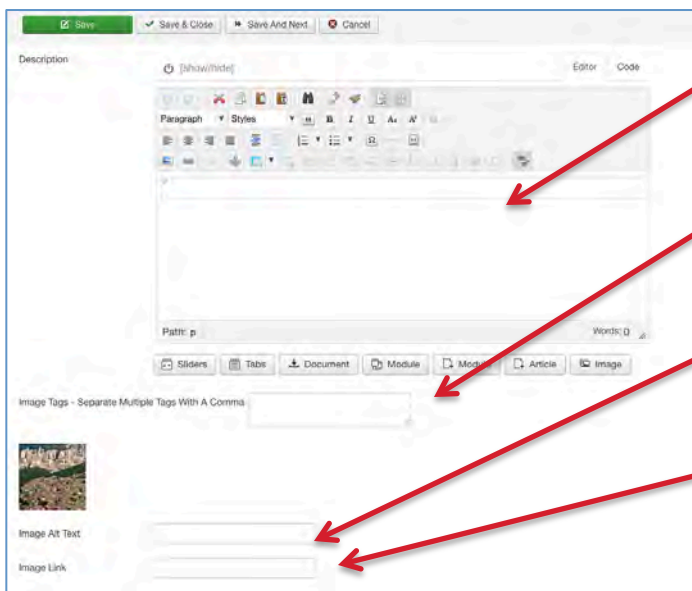
Click 'Start Upload' to upload the images into the gallery.

## EDIT IMAGES (DESCRIPTION, ALT TEXT)

While on the Image Listing Page...



Click EDIT under  
Description or Tag



Enter Description

Tags (These can be used to  
determine image selection not  
required)

Alt Text: This can be used to  
display text below thumbnails  
(the profile has to be set to  
display this text)

Image Link: If on the click on  
the image you want to go to a  
different page or area, this is  
where it is set.



Status: Published

Start Publishing:

Finish Publishing:

Crop Position: Center

Change Image:  No file chosen

Media Embed Code to Replace Large Image:

To change the image, click on the 'choose file' button.

## ADD IGNITE GALLERY TO WEBSITE

The gallery could be displayed on the website either 'inside' of an article, or with a menu item link.

## Display with a Menu Item Link

Menu: New Item

Save Save & Close Save & New Cancel

Menu Title: Study Abroad Alias: Auto-generate from title

Details Link Type Page Display Metadata Dropdown Menu Options Splitmenu Menu Options Module Assignment

Menu Item Type: Display Category

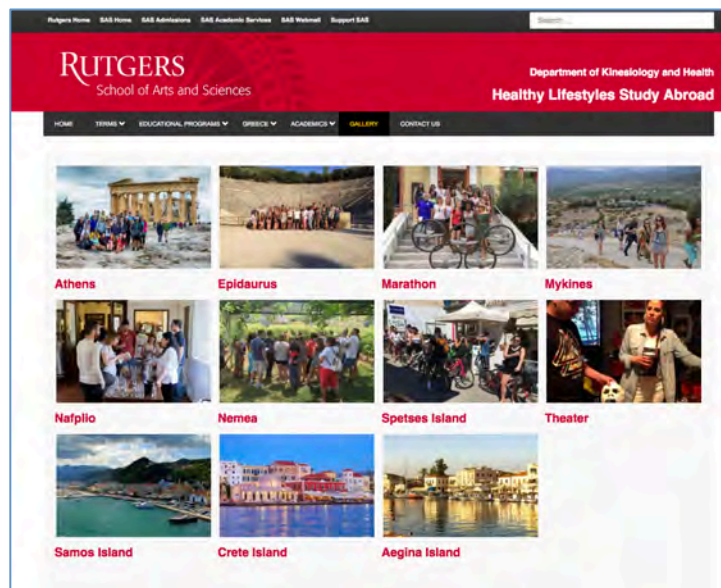
Select Category: study abroad

Menu Item type:

Ignite Gallery → Display Category

Select the Category to display

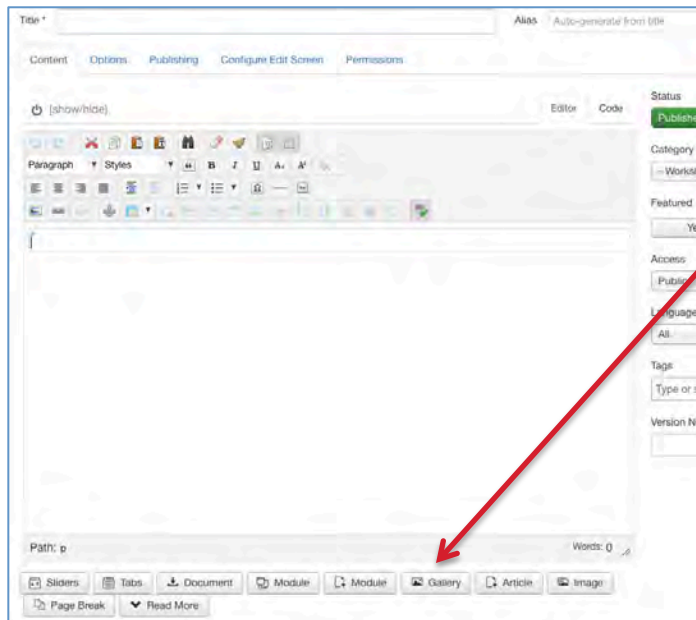
Sample Display:



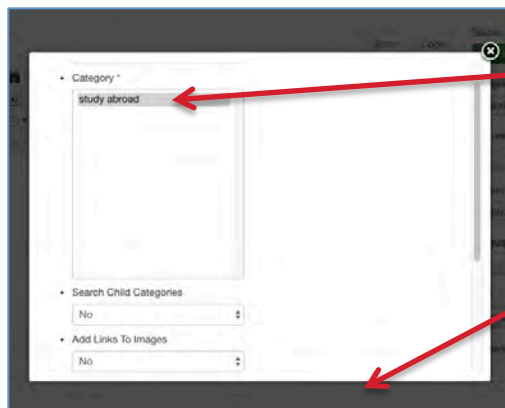


## Display Inside of an Article

### Edit an Article



Click on Gallery Button underneath the editor to add the gallery.



Select Category to view

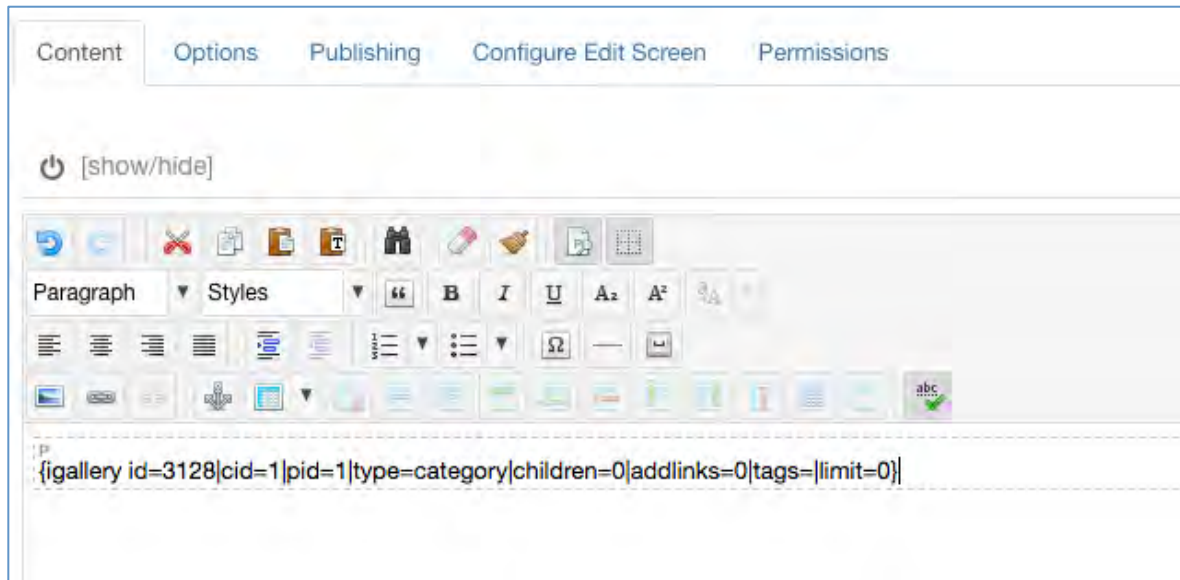
Select the Profile to use (scroll down to see profile option)

Code Layout:

Id=3128 (this is just a unique number)

cid=1 (this is the Category ID)

pid=1 (this is the Profile ID)



Sample result of embedding gallery in an article:

