

CREATE IMAGE SLIDESHOW

The slideshow element allows you to show off your images with style. The program allows you to select the style of slideshow you want to create.

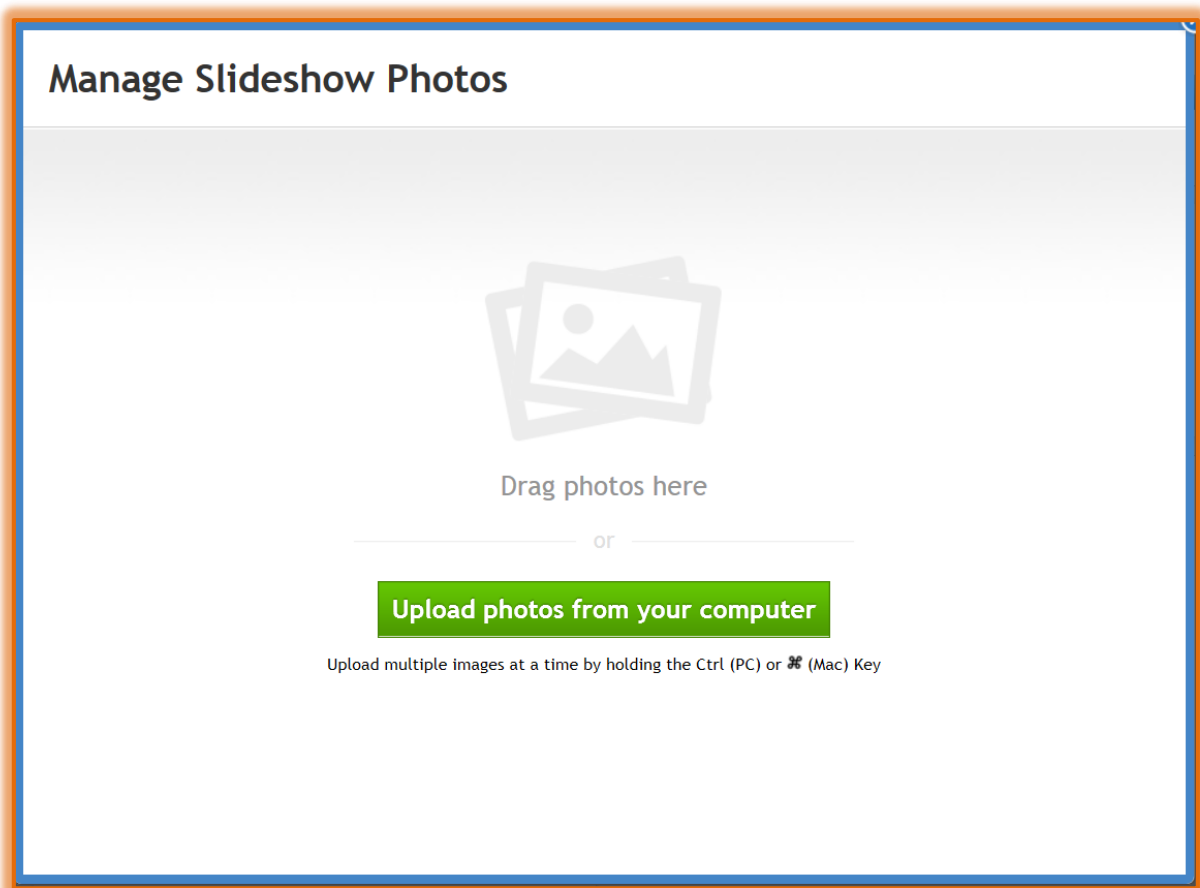
- ✦ Click the **Build** tab, if necessary.



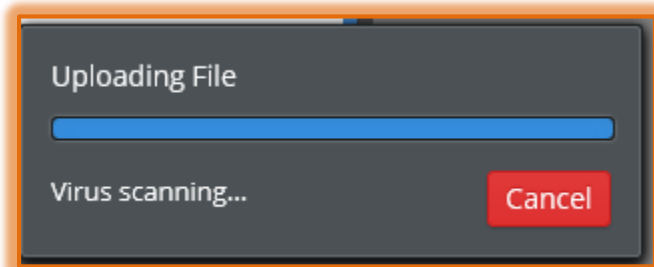
- ✦ Drag the **Slideshow** element (see illustration above) to the page where the **Slideshow** is to be embedded.
- ✦ The **Choose a Slideshow Style** window will display (see illustration below).



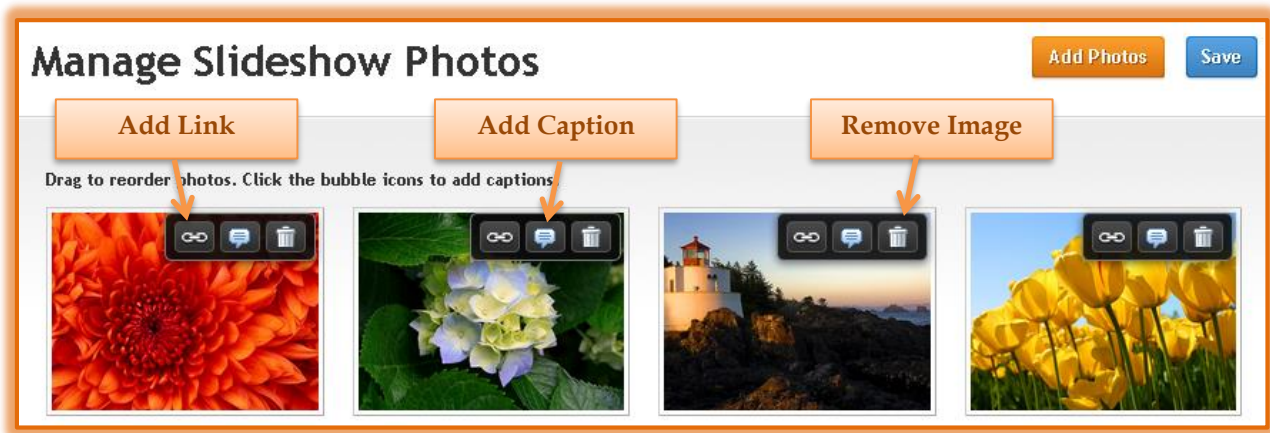
- ✦ Select one of the styles for the slideshow by clicking the icon.
- ✦ Click the **Continue** button.
- ✦ The **Manage Slideshow Photos** window will display (see illustration on next page).
- ✦ Click the **Upload photos from your computer** link.
- ✦ The **Open** window will display.
- ✦ Scroll to the area where the photos are stored.



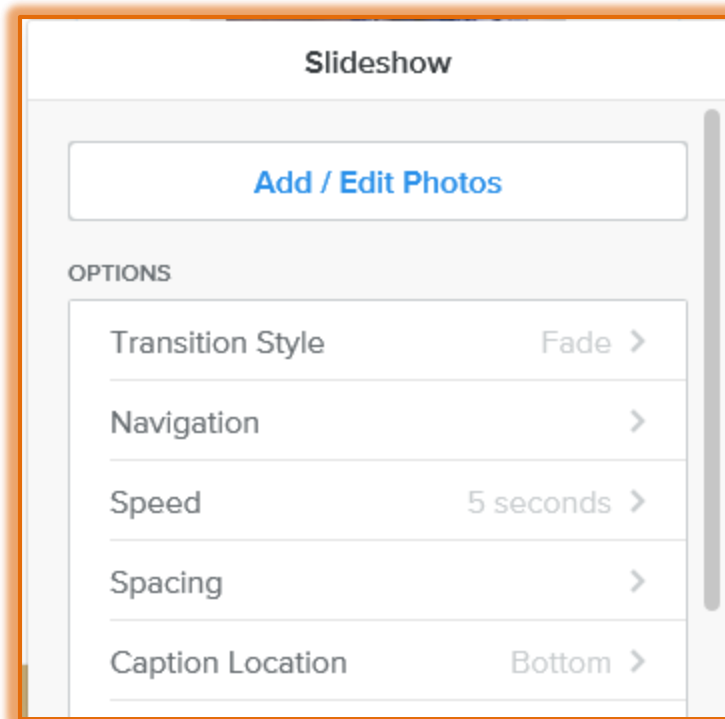
- ✦ Select the photos that are to be loaded into the Slideshow.
- ✦ Click the **Open** button.
- ✦ The **Uploading File** message as shown in the illustration below will display.



- ✦ When the files are loaded, they will appear in the **Manage Slideshow Photos** window as shown in the illustration on the next page.
- ✦ Click the **Add Photos** button to add additional photos to the Slideshow.
- ✦ Click and drag an image to reorder it in the Slideshow.
- ✦ Click the **Add Link** button to insert a hyperlink for the selected image.
- ✦ To add a **Caption** to the image, click the **Add Caption** button. The Caption will display when the Slideshow is viewed.
- ✦ Once all the changes have been made, click the **Save** button.



- ✦ Click the displayed image in the **Slideshow Placeholder**.
- ✦ The **Slideshow Pane** will display (see illustration below).



- ✦ Click **Add/Edit Photos** to re-display the **Manage Slideshow Photos** window.
- ✦ Click the **Transition Style** list arrow to specify how the show will move from one image to the next. The options are **Fade**, **Slide**, **Mosaic**, **Slice**, or **Fold**.
- ✦ Select from any of the following options:
 - 📁 **Navigation** - This button is used to select the **Navigation Style** and the **Navigation Location**.
 - ⤴ **Nav Style** - The options are **Thumbnails**, **Double Thumbnails**, **Numbers**, or **None**.
 - ⤴ **Nav Location** - The options are **Top**, **Bottom**, **Left**, or **Right**.
 - 📁 **Speed** - This specifies how long each slide will display. The options are between **3 seconds** and **9 seconds**.
 - 📁 **Spacing** - Select this option to specify the **Top Margin** and **Bottom Margin** for the **Images**.

- ✦ **Top Margin** – This option is used to determine how much space appears above each of the images. Click the plus or minus options to specify the margin.
- ✦ **Bottom Margin** – Use this option to determine how much space appears below each of the images. Click the plus or minus options to specify the margin.
- 🔒 **Caption - Caption Location** – The options are **Top** or **Bottom**.
- 🔒 **Advanced** -
 - ✦ **Autoplay** – The options are **On** or **Off**. If **Autoplay** is on, the **Slideshow** will immediately start when the page is opened. When the button is blue Autoplay is on. When the button is gray, Autoplay is off.
 - ✦ **Show Controls** – The options are **On** or **Off**. When the button is blue Show Controls is on. When it is gray, Show Controls is off.
 - ✦ **Starting Position** – The options are **Beginning** or **Random**.
 - ✦ **Aspect Ratio** – The options for this are **16:9**, **4:3**, or **3:2**. The best option is to let the program determine the ratio.

NOTE: The Slideshow will automatically expand to the width of the page or column in which it has been placed. When the Slideshow displays within both columns, there is usually a white border around it. It is best to place a Slideshow in a two or three column format.