

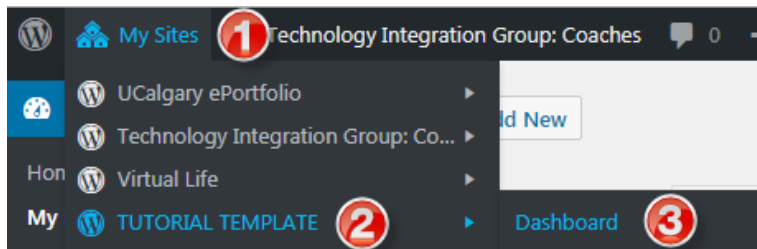
Create an UCalgary ePortfolio Image Gallery

Although there are many image gallery plug-ins available online, the UCalgary eportfolio user interface has a built in image gallery tool. This tutorial provides an overview of how to:

- Add images to the eportfolio media library
- Edit or modify uploaded images; and,
- Create image gallery

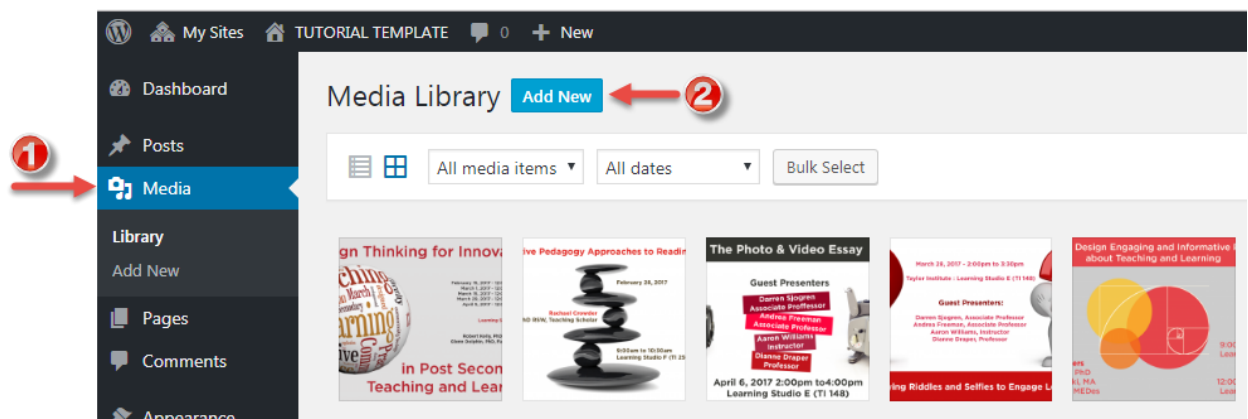
We recommend creating an image gallery for any assignment that includes a digital storytelling component.

To start, open the site dashboard, click **My Sites**, then click the name of the site that you intend to modify (e.g.: Tutorial Template), and then select the associated **Dashboard**.

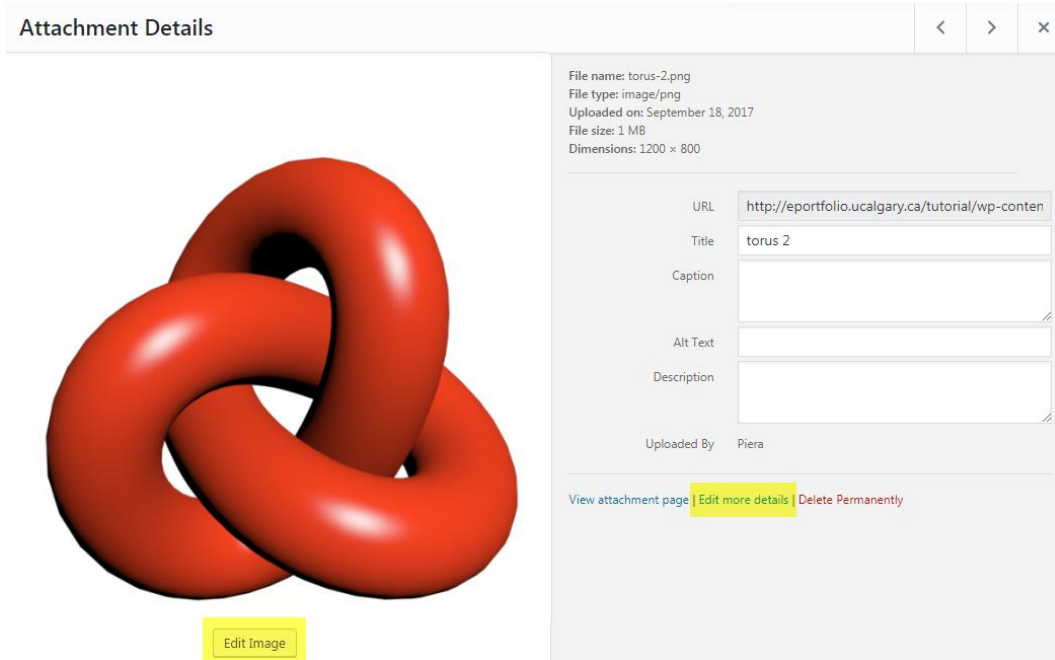


Adding Images to the Gallery

1. Click the **Media** tap, and select **Add New**.

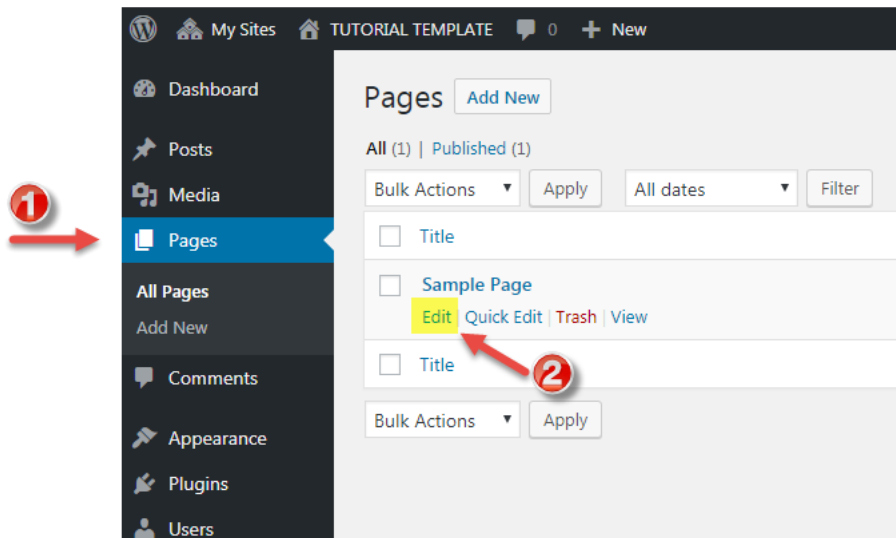


2. To edit an image, click on it. It will open in a new window. Caption and description can be added here. Click **Edit Image** to modify scale or modify the dimensions of the image.

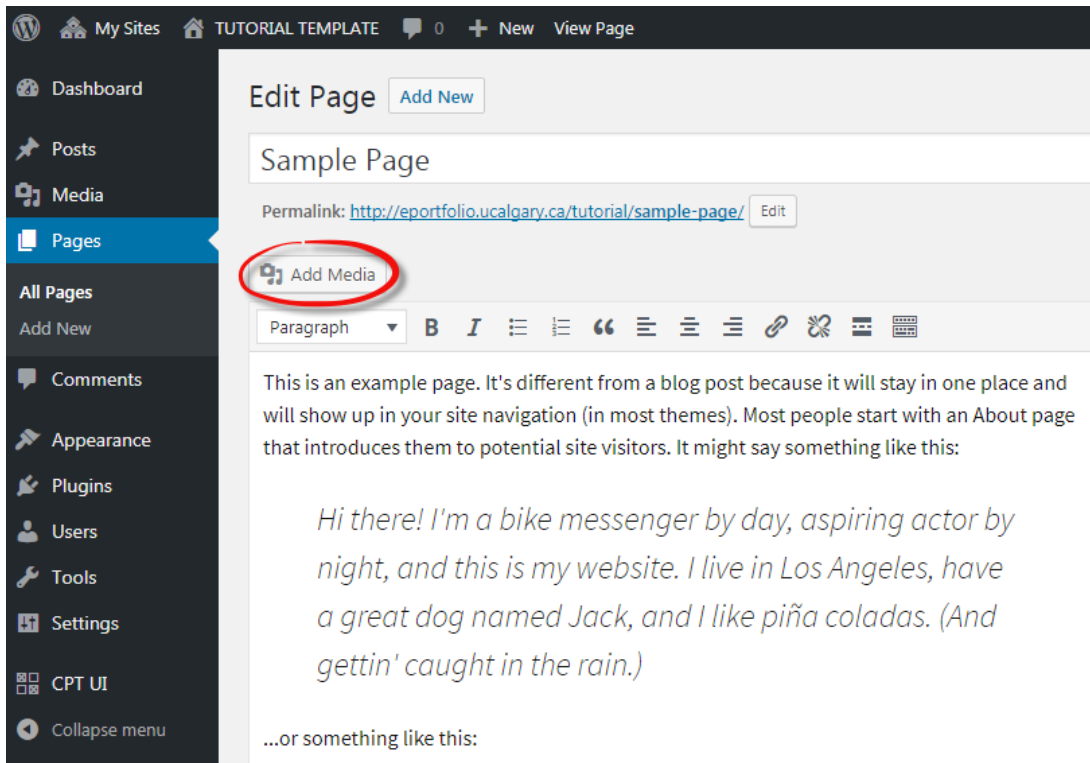


Create an Image Gallery

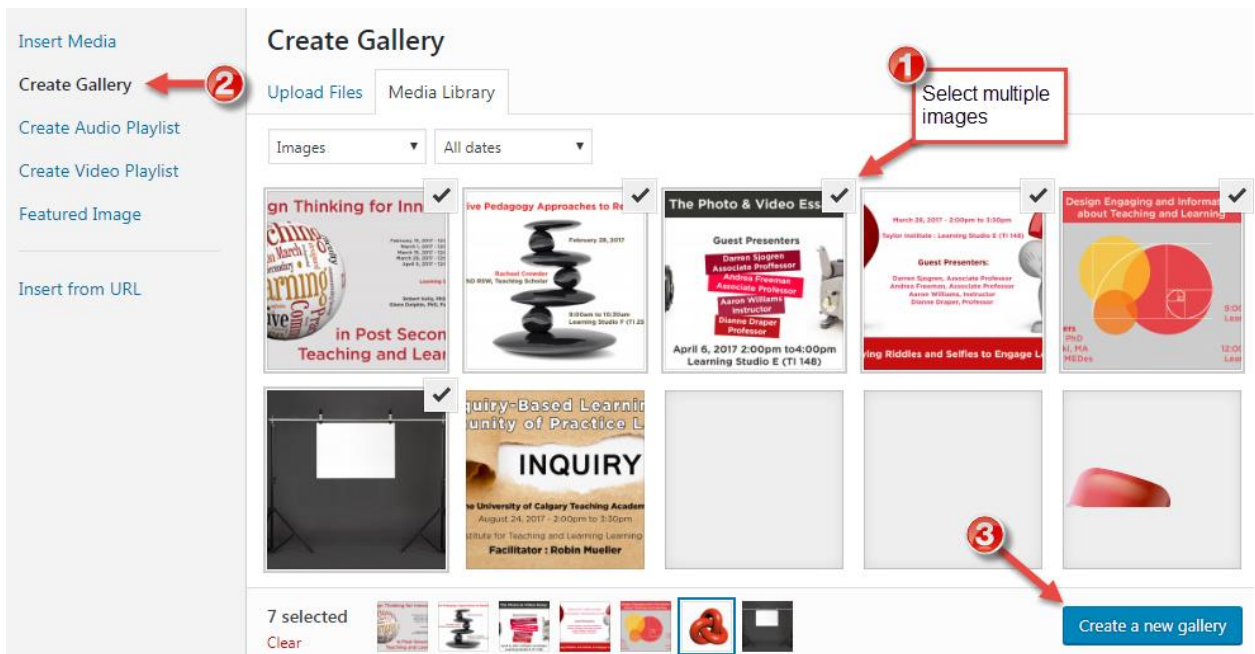
1. Open the **dashboard** on your eportfolio site. Select **Posts or Pages**. **Hover** over the post or page where you would like to add an image gallery, click **Edit**.



2. Click **Add Media**



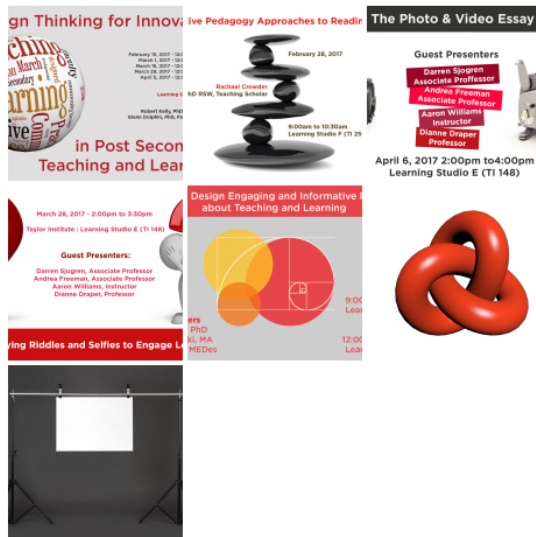
3. **Select the images** that you would like to display in your image gallery, choose **Create Gallery**, and finally click **Create a new gallery**.



4. Use the edit gallery tools to modify your gallery

5. The image gallery appears as below.

Sample Page



This is an example page. It's different from a blog post because it will stay in one place and will show up in your site navigation (in most themes). Most people start with an About page that introduces them to potential site visitors. It might say something like this:

6. To modify the image gallery, click on the gallery to reveal the Edit option. Click **Edit**.

The screenshot shows a gallery of educational posters. A red arrow points from a text box to an 'Edit' button that appears over one of the posters. The posters include:

- Design Engaging and Informative about Teaching and Learning**: Features a graphic with overlapping yellow and red circles and a white square.
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To edit gallery, click anywhere in the gallery, the Edit option becomes visible, click **Edit.**