



Uploading images to a website Gallery

Galleries are used for informal club evenings to enable members to upload images to be discussed on a Thursday evening. They are also used to record our "Summer Club" images. Uploading to a Gallery should not be confused with entering a Competition. (There is a separate "How To" Guide for entering Competitions).

You must resize your images before uploading to a Gallery. Each image uploaded to a website Gallery must be no more than 800 pixels on its longest side although it can be any shape you choose.

(If you need help with resizing images, go to the SCC website, click on "Club" on the main menu and then select "Some Useful 'How-To' Guides" where you will find a document about re-sizing.)

As you upload each image to the gallery, you will see a square appear over the image before the upload is confirmed, as shown in the screenshot below. Despite appearances, it does NOT mean your photo will be cropped to a square but refers to the thumbnail which appears on the Home Page of the website. The idea is that whatever shape your full image is, you move the green square to show the best bit in the square thumbnail. Once that's done and you click on the thumbnail on the Home page or in your gallery, the full image is displayed. This may seem confusing as you read it now, but all will become very clear once you start to upload images to the gallery. Please be aware that every time you add something you need to scroll down and click on the Save button on that page – otherwise you WILL wonder where your changes have gone!

A screenshot of the Stroud Camera Club website's gallery upload interface. The interface is dark-themed. At the top left, there is a small preview of a rainbow over a landscape. Below it, an orange arrow points to a text box that says: "This is a preview of the thumbnail and it changes as you move the square on the right". The main part of the interface shows a large image of a rainbow over a landscape with trees. A white square is overlaid on the image, and a green square is positioned within it, indicating the area that will be shown in the thumbnail. At the bottom right, there are buttons for "Save", "Remove selection", "Maximize selection", and "Cancel".

This is a preview of the thumbnail and it changes as you move the square on the right

Drag the square across your image until you are happy with the thumbnail which will be shown on the website. In the above image I will move the square to the left so it covers the whole of the tree and the rainbow. Remember, this is just the thumbnail of the image which, when you click on it on the website, will then show your complete image. DO NOT be fooled into thinking that the system is cropping your masterpiece! REMEMBER to click on the "Save" button at the bottom right!

Uploading images to a website Gallery – continued

Once you have clicked the “Save” button you will be returned to the upload page as shown below:

The screenshot shows a web form titled "Create Gallery Image" with a navigation bar at the top containing links: HOME, CLUB, PROGRAMME, NEWS, RESULTS, GALLERY, SHOWCASE, BULLETINS. Below the navigation bar is a sub-menu: My Account, Competitions, Manage Gallery, Manage Showcase, Manage Bulletins. The form contains the following elements:

- A red error message box: "rainbow.jpg must have a cropping selection for the Square 376x376 image style."
- A "Title *" field with the text "Rainbow". An orange arrow points to this field with the text "Make sure you've added your title".
- A "Gallery Image *" section showing a preview of a square image (376x376 pixels, cropped) of a rainbow. An orange arrow points to this preview with the text "How your image will be properly displayed".
- A smaller thumbnail version of the same image below the main preview. An orange arrow points to this thumbnail with the text "The thumbnail version of your image".
- File upload instructions: "Files must be less than 20 MB. Allowed file types: png gif jpg jpeg. Images must be no larger than 800x800 pixels."
- "Comment settings" with "Open" selected. Below it, text reads: "Users with the 'Post comments' permission can post comments." and "Users cannot post comments."
- A "Save" button at the bottom. An orange arrow points to it with the text "Finally, click on Save or all your efforts will have been for naught!".

First, make sure you have given your image a title – it does NOT have to be the same as your image filename.

You can see how your image will display when shown at full size on the website – note that it has NOT been cropped to a square!

And you can see the thumbnail version you have just created and saved – which IS square! It is effectively an “index” version of your image.

FINALLY – scroll down and click on the “Save” button on this page and sit back and enjoy your masterpiece in the gallery in all its glory!

Now, with your newfound skills, why not upload up to 20 images to your own gallery – in the orange menu bar on the website, just click on “Manage Gallery” to start. It’s a members’ perk – so take advantage of it!