Help Desk | Legend Web Works - Model 5.0 Helpdesk - Editing Tools



Editing Galleries

To Create a Gallery Block

Click Insert a Block

If there are multiple block options, click **Gallery** at the top of the text block

Add the question to the top box

Select a layout for that block

Each block you add can have a different layout, allowing you to create a custom gallery

Click upload image to upload your image

You'll find the minimum image sizes next to the block name at the top Fill in the image caption (optional) and image alt (required)

Click Save Block



| Edit V | EW | | | | view page | publish | preview | cancel |
|---|--|---------------------------|-----|--|--------------|---------|---------|--------|
| | blocks subcategory settings su | bcategory header / footer | seo | | | | | |
| Test Text > Test Category Name > Test Category Name | | | | | | | | |
| | Text + Media • FAQ • Testimonial • Gallery • • choose a different layout | | | | | | | |
| | 2 Landscape Images (600px x 400px): | | | | | | | |
| < | | | ļ | | |] | | |
| | upl | load image | | | upload image | • | | |
| | im | age caption | _ | | image captio | n | | |
| | i i i i i i i i i i i i i i i i i i i | image alt | - | | image alt | | | |
| | | | | | | | | |
| | save block cancel | | | | | | | |

How to Add Images to a Gallery Page

If your page has categories, add categories according to *these directions*

Click Upload New Images and find the images you wish to upload

You can upload multiple images at the same time on this page

Give the images a caption if you want to

Give the images an image alt

You can arrange the images by clicking the 6 dots in the upper left corner and

dragging and dropping them in the order you want

When you're done, click **Publish** to save

