

## Image Grid Web Part

The Image Grid web part provides a visually interactive platform to display images from any shared picture library on SharePoint. Images must be uploaded to the Pictures library.

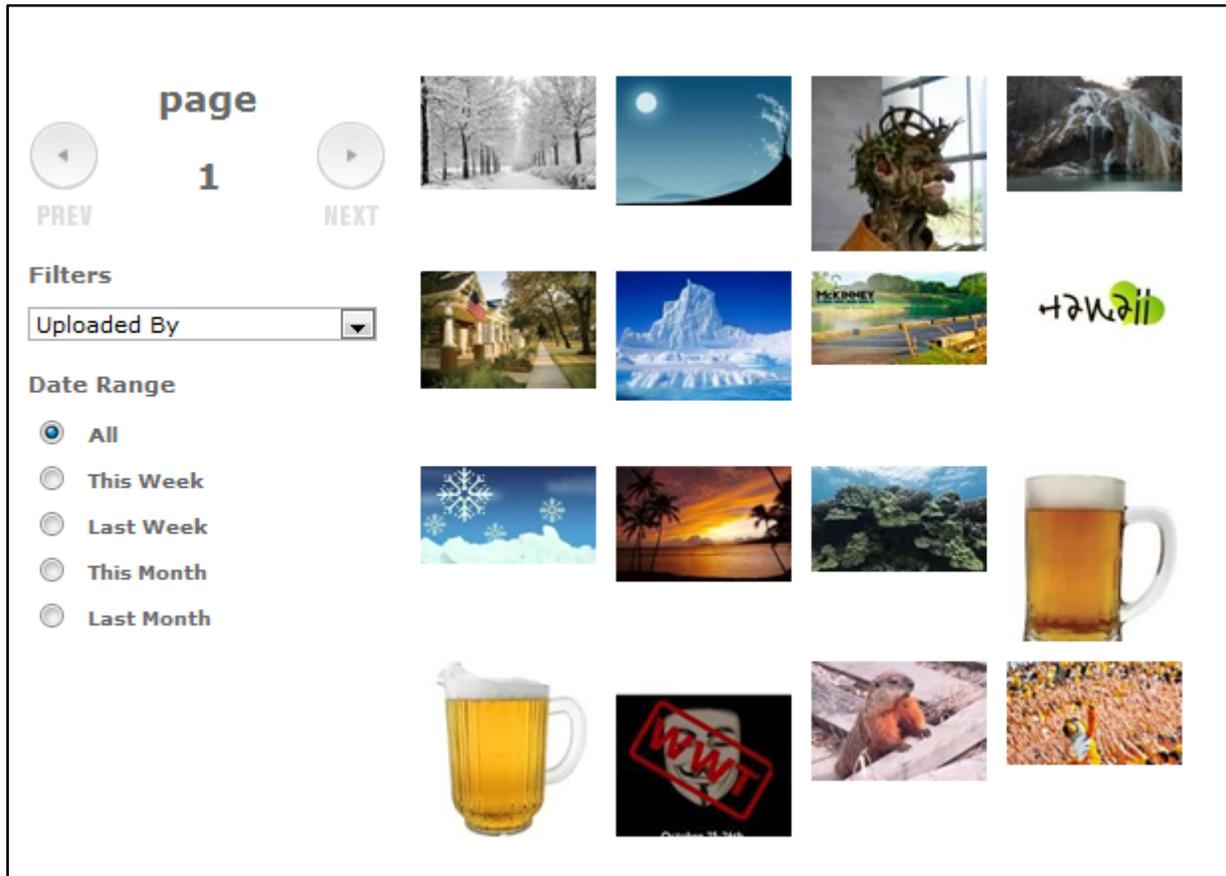


Figure 1

## Image Grid Web Part User Guide

Users are able to use the page left right arrows to scroll back and forth between the pages of image thumbnails. Users can also filter images by the individual who uploaded the images or by the date of upload.



Figure 2

Users are also able to scroll between images using the left and right buttons when viewing the image detail, or by clicking the left and right arrows which display upon mouse rollover.

### To Add a New Image Directly to a Picture Library

To add a new image to the image grid web part by directly uploading a file to an image library, you will need to perform the following actions.

1. From the Site Actions menu in the ribbon, navigate to Site Contents.

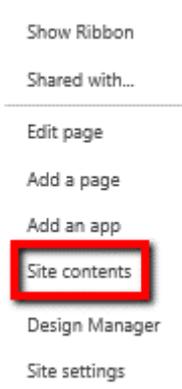


Figure 3

2. From the Site Contents Screen, select the appropriate Picture Library. This will most often be called 'Shared Pictures', but can be any picture library, so long as the Image Grid web part is configured to associate to that library.

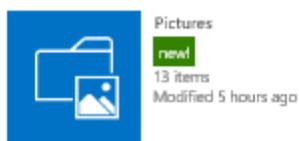


Figure 4

- From the library, either drag and drop the file or select +new picture

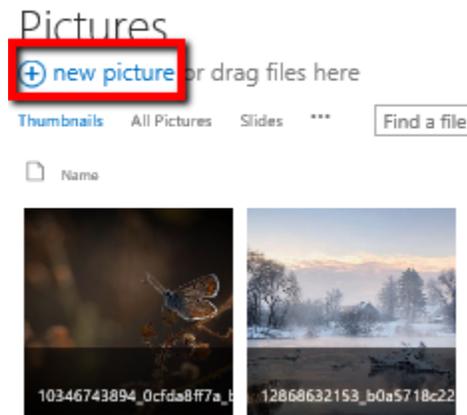


Figure 5

- If you are dragging and dropping the file, your files will be uploaded when the download is complete. If you are adding it manually, select Browse and then select the file you want to upload. Click Ok.



Figure 6

### To Delete an Image

To delete an image from the picture library, and therefore from displaying in the Image Grid web part, you will need to perform the following actions:

1. From the Site Actions menu in the ribbon, navigate to Site Contents.

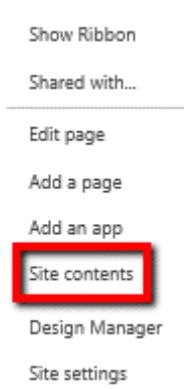


Figure 7

2. From the Site Contents Screen, select the appropriate Picture Library. This will most often be called 'Shared Pictures', but can be any picture library, so long as the Image Grid web part is configured to associate to that library.



Figure 8

3. Click on the Name of the image you would like to delete and select Delete Item.

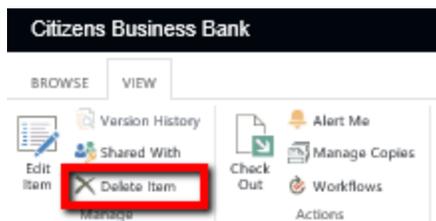


Figure 9

## Create a new Picture Library

In order to use the Image Grid web part, there must be a Picture Library to associate to.

To create a new library, select Site Contents> add an app> Picture Library

Enter a name for the Picture Library in the Name field and click create.

Adding Picture Library



Figure 10

Once the list has been created, you can begin populating it either by dragging and dropping the file or select +new picture

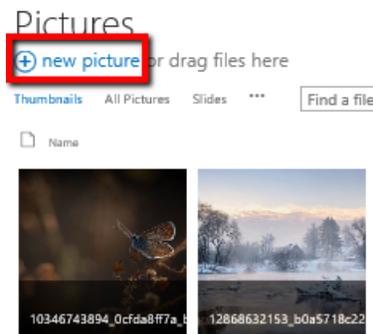


Figure 11

If you are dragging and dropping the file, your files will be uploaded when the download is complete. If you are adding it manually, select Browse and then select the file you want to upload. Click Ok.



Figure 12

## Image Grid Web Part User Guide

Now that you have a library setup with pictures, you can now proceed in using the web part. If you already have a page created to house the image grid web part, open it in edit mode. In the “Add a Web Part” zone, add the Image Grid web part.

Once it has been added, open the web part properties. In the web part properties window, you will see this:

<p><b>Appearance</b></p> <p>Title Image Grid WebPart</p> <p>Height Should the Web Part have a fixed height? <input type="radio"/> Yes <input type="text"/> Pixels <input type="button" value="v"/> <input checked="" type="radio"/> No. Adjust height to fit zone.</p> <p>Width Should the Web Part have a fixed width? <input type="radio"/> Yes <input type="text"/> Pixels <input type="button" value="v"/> <input checked="" type="radio"/> No. Adjust width to fit zone.</p> <p>Chrome State <input type="radio"/> Minimized <input checked="" type="radio"/> Normal</p> <p>Chrome Type None <input type="button" value="v"/></p> <p><b>Layout</b></p> <p><b>Advanced</b></p> <p><b>Custom Web Part Properties</b></p> <p>Web URL <input type="text" value="http://dbb.symbata.com"/></p> <p>List Name <input type="text" value="Pictures"/></p> <p>Columns <input type="text" value="2"/></p> <p>Image Width <input type="text" value="200"/></p> <p>Rows <input type="text" value="2"/></p> <p>Image Height <input type="text" value="200"/></p> <p><input checked="" type="checkbox"/> Show filter?</p> <p><input type="button" value="OK"/> <input type="button" value="Cancel"/> <input type="button" value="Apply"/></p>	<p><b>Source Site Url:</b> The site collection URL where all source content is stored</p> <p><b>Web Url:</b> Used if this web part is used in a sub-site.</p> <p><b>List Name:</b> The custom list name that feeds the web part. Default “Shared Images”. The code will look for a picture library named “Shared Images” in the above URL</p> <p><b>Columns:</b> Number of columns you want. Default is 2</p> <p><b>Image Width:</b> Width of the image container. Default is 200. Converted to pixels by code so you only need to enter a number &gt; 0</p> <p><b>Rows:</b> Number of rows you want. Default is 2.</p> <p><b>Image Height:</b> Height of the image container. Default is 200. Converted to pixels by code so you only need to enter a number &gt; 0</p> <p><b>Show Filter:</b> Toggle the filter view on the left. Default is checked.</p>
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### Troubleshooting

- If no images appear:
  - Make sure your list name is spelled correctly in the web part properties
  - Verify that the list is located in the same location as your page. If they are in different locations, then you'll want to enter the root site collection url for the "SiteUrl" property. Then enter your subsite url in the "WebUrl" property.
- If images are not displayed in a grid format:
  - Verify that the CSS Path is correct in the web part properties
- If the Left and Right navigation arrows are missing:
  - Verify that the Image Path property is set correctly in the web part properties
- When clicking on an image, the overlay does not appear over the grid:
  - Verify that the JS Path is set correctly in the web part properties.