



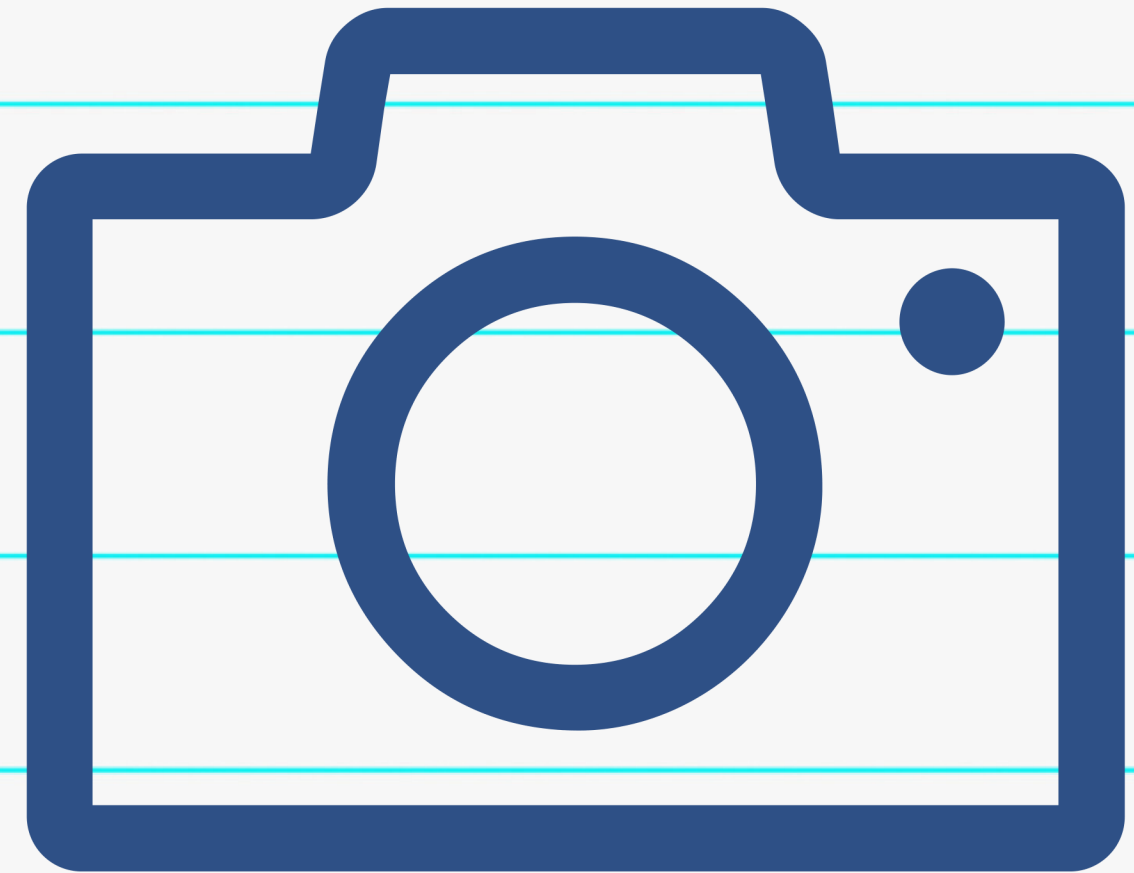
UPLOADING PHOTOS

& GALLERIES

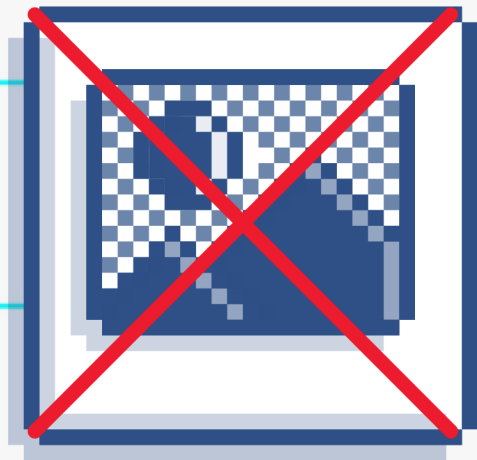
with eSchoolView

TABLE OF CONTENTS

- Guidelines for photos
- Single Images
- Multiple Single Images
- Photo Gallery Component
- Images Containing Text



GUIDELINES FOR PHOTOS



Use high-quality images.

You can use a phone camera but be sure the image is a good quality before posting.



Horizontal images post better.

They display better on a webpage than a vertical image.



Be careful when images contain text

This could not meet ADA compliance if not done correctly. See the "Images Containing Text" section.

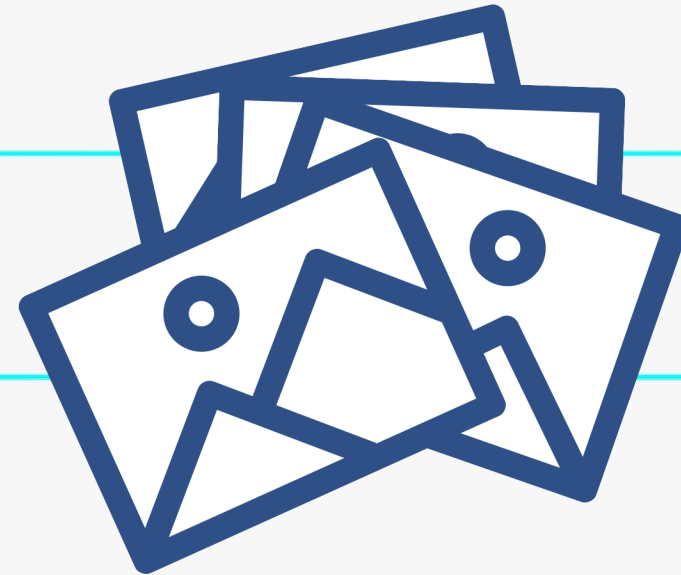
PHOTO COMPONENT TIPS



1

Single Images:

Embed image in a
Text Window
Component (NOT in
the text box!)



2

Multiple Images:

Upload images into
Text Window
Component text
box.



3

Photo Gallery

Multiple photos
in a "slideshow"
format.

SINGLE PHOTO



The Clovis West High School Counseling Center provides academic, college, career, personal and social guidance to all students. Throughout the academic year, we provide activities in group and one-on-one settings to engage students within their personal success path. We believe at Clovis West that a student's success comes from preparation, goal setting and personal growth in *mind, body and spirit*.

Counseling Center Hours: Monday-Friday 8:00am-4:00pm

- **Embed your image in a Text Window Component.**
 - Does not take up space on the website server.
 - Image can appear with text.
 - Text will wrap next to and/or under the image. The image will NOT appear under the text!
 - Image can appear on its own (no text).
 - Leave the text box blank and only use the "Embed Image" options.

Edit Text Window Content

Page will auto-save at 8:09:15 PM ET

TW Title:

Text:

B *i* U A:      +:    

Math Team

The acclaimed Clovis West Math Team! Sweepstakes winners at the Fresno State Math competition.

The following co-curricular programs are advised by Clovis West Math teachers:

- Science Olympiad (Darren Kubose)
- Math Team (Ara Kuyumjian and Denise DenHartog)

Characters : 262

1

Embedded Image



Text Window Options



1. Click here to access the Embedded Image Options.


Embedded Image

2 Photo Resize Width: 200

3 Resize Uploaded Photo

Embedded Image: 201876105011976_image.jpg

4 Choose File No file chosen



5 Image Position: Right Align

6 **Required** Image Alternative Text: Math Team

7 Save Cancel

2. Adjust the size of the photo:
 - a. >150px - small icon
 - b. 200px - medium
 - c. 400px - half the component
 - d. 800px - full component

references on next pages

3. Leave "resize" as-is.
4. Choose your image file. *No periods in the file name.*
5. Choose the image alignment (in relation to the text in the component).
6. Add alternative text (for accessibility). ***See ADA Compliance tutorial for more details.***
7. Click Save to add the photo.

***To change the size of the photo after saving, first change the pixel number, then re-upload the image file.*

Academic Teams



Academic Decathlon

Academic Decathlon competes in ten different academic disciplines based upon an annual theme. Students compete against other decathletes with comparable GPAs, ensuring a rich, equitable competition for all participants. Find us at our Google Classroom, code neqoeli

Director Advisor: Katy Merrill

200 pixels

takes up less than half of the Component width (black bar)



400 pixels

takes up half of the Component width (black bar)

Leadership Camp



800 pixels

takes up the whole
Component width (black
bar)

Embedded Image

Photo Resize Width:

200

Optional, in Pixels

Resize Uploaded Photo

Embedded Image:

0187612655594_image.JPG

 image

No file chosen



Image Position:

Left Align

Required Image Alternative Text:

Academic Decathlon Team

Text Window Options







 Save

 Cancel

1. Click here to delete a photo from the Text Window Component.

2. Be sure to save to remove the image!

MULTIPLE SINGLE PHOTOS

TK / Kindergarten					
	CASAUNDRAGALLEGOS PM Transitional Kindergarten email		KIM MEYER AM TK/Kindergarten email		CECILIA JACKSON AM - Kindergarten email
					JILL HAROLD PM Kindergarten email

- **Place your images in a Text Window Component. (NOT RECOMMENDED UNLESS ABSOLUTELY NECESSARY)**
 - **Does** take up space on the website server.
 - All information lives in one component.

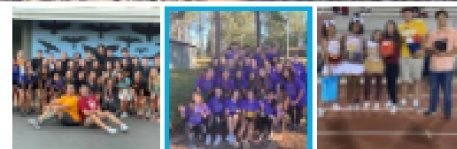
TK / Kindergarten	
	CASAUNDRAGALLEGOS PM Transitional Kindergarten email
	KIM MEYER AM TK/Kindergarten email
	CECILIA ON ten
	JILL HAROLD PM Kindergarten email

1. Click here to add an image to your text window. The photo will add where your cursor is.
 - a. Drag and drop your image here, or click in the box to navigate to your file.
2. Align your photo on the page (left, right, center).
3. Delete the image from the page.
4. Add a link to the image to turn it into a button.
5. Add alternative text to the image. **REQUIRED! THE SYSTEM WILL NOT FORCE YOU TO ADD ALT. TEXT SO REMEMBER TO DO IT YOURSELF!**

PHOTO GALLERY



- Designed for multiple images to display in a slideshow format.
- Can click to enlarge an image.
- Do not take away storage space on the website server.
- Photos **MUST** be in the same orientation (either horizontal or vertical but not a mix of both).



Window 1 Content

+ Add Page Component

Add Page Component

Type:

Photo Gallery



Grid Width:

12 columns (12/12) 100%

Internal Name:

Public Name:

+ Add Component

Cancel

1. When adding a new component, choose Photo Gallery.

Manage Gallery





Component Title

Save Component Title

Show Public Title as a bar

Add New Images

Step 1: Drop images here or 

Step 2: Click to upload 



Gallery Options >

Manage Existing Images

Order By: Please Select 

2. Remember, you only have 30 minutes of "idle" time to work (time spent on a page between saving or navigating to a new page).

It's recommended to only add 10-15 photos at a time to ensure time for adding titles, alternative text and uploading images.

3. Click here to select the images you want to upload.



4

ALT:*

Title:

Description:

Delete

iStock-610041696.jpg

413.28 kB

5



ALT:*

Title:

Description:

Delete

iStock-944702082 July 4th.jpg

4.45 MB

6

Step 2: Click to upload

Upload

4. Add Alternative Text to your image.

5. (Optional) add a title and description to your image. This will add a black box on the photo with the title/description text.

6. Click here to upload the images and create the gallery.

1 Gallery Options

2 Photo Gallery Date Visible:

Photo Gallery Date Expired:

3 Display Mode:
Fotorama Gallery

Auto Rotate Images

4 Slide Timing:
5 Seconds

5 Hide Slideshow Buttons
 Display Thumbnails of Slides

6 Position of Thumbnails:
bottom

7 Shuffle Slides
 Display Full Screen Option

Transition Effect:
Slide

8

9 Save

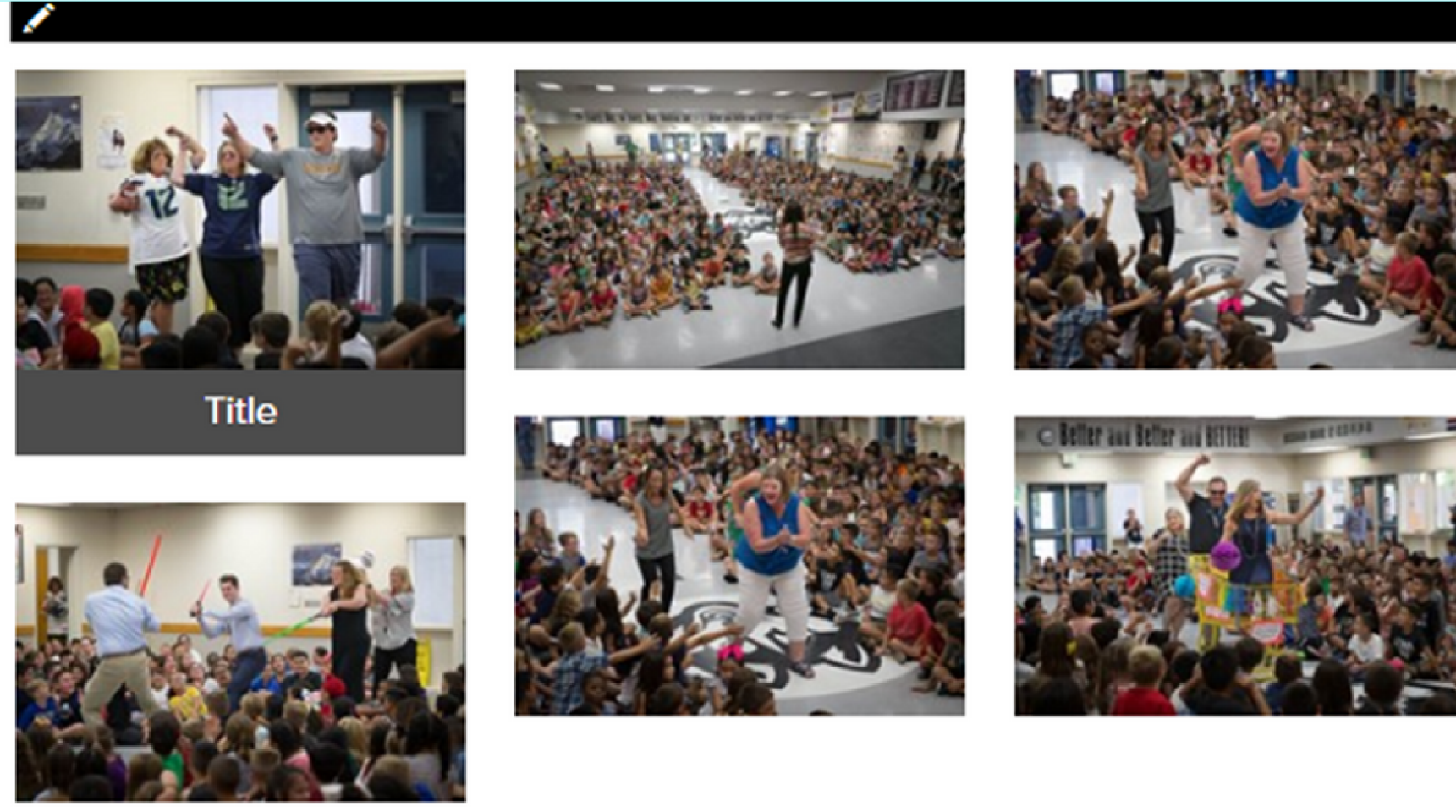
1. Once the gallery is created, you can access the Gallery Options.
2. (Optional) set dates for the photos to appear/disappear.
3. Choose how images should display (examples on next page).
4. Select Rotation and Timing options.
5. If unchecked, the navigation arrows will display.
6. Display thumbnails (*always auto-checked but **NOT RECOMMENDED***).
7. Offer full screen, image enlargement options.
8. Select image transition options.
9. Click Save when finished making changes.

PHOTO GALLERY OPTIONS



Fotorama:

- Takes up full component width.
- Cannot change size of photos but can change size of component.
- Title and description will show at the bottom of each photo (if added).



Lightbox Thumbnails:

- Takes up full component width.
- Cannot change size of photos but can change size of component.
- Title and description will show at the bottom of each photo (if added).
- Can click on each image to enlarge.

IMAGES CONTAINING TEXT

- Full text **MUST** also be available in either:
 - PDF and RTF
 - Alternative text of the photo

- For example:
 - Flyers
 - Schedules
 - Newsletters



- Images containing text **(like this flyer)** must also:
 - Be available as a PDF and RTF (in a downloads component), or
 - Have **ALL** text captured in the alt text of the photo.

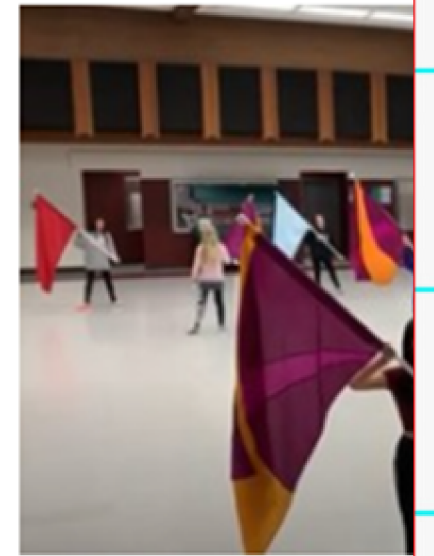
Colorguard

Colorguard: (7th & 8th Grade)

Colorguard members participate in two dance recitals during the year and all colorguard members participate in the competitive winterguard during second semester. The colorguard is also part of any parades in which the Kastner bands participate and they will also perform at the CUSD Band Night. There will be a try-out day for students interested in joining the colorguard, students will be notified following try-outs if they have been selected to be on the team.

There are after-school and weekend practices, as well as performances which are all mandatory to attend. This is a year-long course.

Kastner Colo



Kastner Colorguard

Kastner Intermediate Colorguard Class

Everyday people miss out on opportunities that could change their life. Do not let that happen to you! Participate in Kastner's Colorguard class and grow your skills in acting, dancing, and performing in no time.



Kastner Colorguard specializes heavily on technique in several areas of dance, which include ballet, jazz, contemporary, lyrical, and even some acrobatic/gymnastic!

In addition to working on dance technique we will also be learning dance routines for many performances throughout the year. During the second semester of school, we will "take the floor" in competitions against other schools as a winterguard.

Our class is an elective which requires commitment and a great work ethic.

Previous experience of dance, gymnastics, or theater is NOT required but is preferred. We have instructors able to teach every level!



Have any questions?
Feel free to email or call
msccoloreduc@castner.com
(924) 667-5555

Kastner Intermediate Colorguard Class

Everyday people miss out on opportunities that could change their life. Do not let that happen to you! Participate in Kastner's Colorguard class and grow your skills in acting, dancing, and performing in no time.



Kastner Colorguard specializes heavily on technique in several areas of dance, which include ballet, jazz, contemporary, lyrical, and even some acrobatics/gymnastics!

In addition to working on dance technique we will also be learning dance routines for many performances throughout the year. During the second semester of school, we will "take the floor" in competitions against other schools as a winterguard.



Our class is an elective which requires commitment and a great work ethic. Previous experience of dance, gymnastics, or theater is NOT required but is preferred. We have instructors able to teach every level!



Have any questions? Feel free to email or call marcopaim@cusd.com [559.327.2525](tel:559.327.2525)

- Colorguard Class (RTF)

Text:

Alternative Text
colorguard class - full copy download

Update

and weekend practices, as well as performances

Kastner Intermediate Colorguard Class

Everyday people miss out on opportunities that could change their life. Do not let that happen to you! Participate in Kastner's Colorguard class and grow your skills in acting, dancing, and performing in no time.



Our class is an elective which requires commitment and a great work ethic. Previous experience of dance, gymnastics, or theater is NOT required but is preferred. We have instructors able to teach every level!



Kastner Colorguard specializes heavily on technique in several areas of dance, which include ballet, jazz, contemporary, lyrical, and even some acrobatics/gymnastics! In addition to working on dance technique we will also be learning dance routines for many performances throughout the year. During the second semester of school, we will "take the floor" in competitions against other schools as a winterguard.

Have any questions? Feel free to email or call marcopaim@cusd.com [559.327.2525](tel:559.327.2525)

TW Title:

Text:

Alternative Text
Kastner Intermediate Colorguard Class
Ev

Update

and weekend practices, as well as performan

Kastner Intermediate Colorguard Class

Everyday people miss out on opportunities that could change their life. Do not let that happen to you! Participate in Kastner's Colorguard class and grow your skills in acting, dancing, and performing in no time.



Our class is an elective which requires commitment and a great work ethic. Previous experience of dance, gymnastics, or theater is NOT required but is preferred. We have instructors able to teach every level!



Kastner Colorguard specializes heavily on technique in several areas of dance, which include ballet, jazz, contemporary, lyrical, and even some acrobatics/gymnastics! In addition to working on dance technique we will also be learning dance routines for many performances throughout the year. During the second semester of school, we will "take the floor" in competitions against other schools as a winterguard.

Have any questions? Feel free to email or call marcopaim@cusd.com [559.327.2525](tel:559.327.2525)

Kastner Intermediate Colorguard
Everyday people miss out on opportunities that could change their life. Do not let that happen to you! Participate in Kastner's Colorguard class and grow your skills in acting, dancing, and performing in no time.
Kastner Colorguard specializes heavily on technique in several areas of dance, which include ballet, jazz, contemporary, lyrical, and even some acrobatics/gymnastics!
In addition to working on dance technique we will also be learning dance routines for many performances throughout the year. During the second semester of school, we will "take the floor" in competitions against other schools as a winterguard.
Our class is an elective which requires commitment and a great work ethic.
Previous experience of dance, gymnastics, or theater is NOT required but is preferred. We have instructors able to teach every level!
Have any questions? Feel free to email or call marcopaim@cusd.com [559.327.2525](tel:559.327.2525)

- Add a Downloads component near the image with a PDF and RTF file

- In the Alt Text, include the name of the file and that the full copy is downloadable

- In the Alt Text, include ALL text from the image.
 - If you hit the character limit, type your text into a Word document and save as a PDF. Then upload the PDF and RTF.

HAVE QUESTIONS?
LET ME KNOW!



Kendra Burt

Digital Media Specialist

KendraBurt@cusd.com

x79030