
Creating a New Gallery

Posted by Allan - 2008/02/17 08:41

Here are the steps on how to create a new gallery:

This only works if you are logged in, so make sure to register first (its free).

1. Click on Gallery.
 2. Click on Manage Ice Gallery (the Wrench and Screwdriver icon)
 3. Click on Gallery Manager.
 4. On the top menu, click on Create New gallery (Folder with a Star icon)
- You will be presented with a list of Properties for the gallery.

Here are some explanations of what they are:

Parent Gallery:

Please select the gallery that that best fits your new one. If you think that your new gallery does not fall under any of the other existing ones, go ahead a create one using the closest main gallery that fits your needs and notify the admin about it. The admin will either choose to create a new category for your gallery and transfer your gallery there, or leave it as it is (and maybe broaden the scope of that existing gallery).

You create SUB galleries by selecting any of the galleries that are pre-existing. Try to keep them in some sort of logical manner and make sure that those sub galleries are related in nature to the parent gallery that you selected. That makes it easier for others to find and navigate through the pics.

Capacity:

will always be unlimited. Don't worry about that, I'm the one who sets that up :)

Name:

Select a descriptive name for your gallery. You can call it anything you like, however the more descriptive it is, the easier for others to find.

Directory:

You can leave it at default settings, the program will create a random name. If you do decide to change it, make sure that you don't include spaces in the name!

The remaining options can also be left to the default settings. They are there for you techies who wish to control the look of your gallery further.

Thats it! Don't forget to save (click on the floppy disk icon), and your done!!!

Easy no?

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