

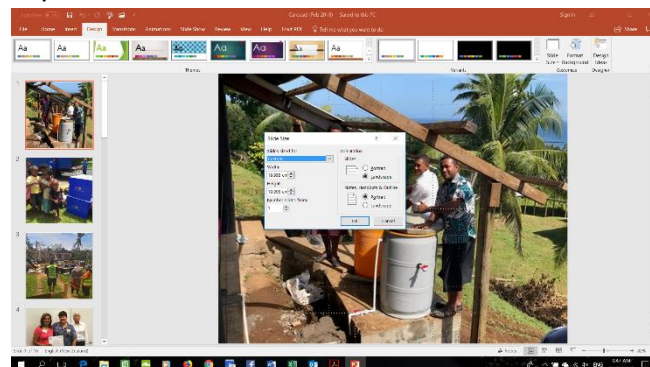
The Carousel function (Widget) brings a webpage to life. However, how do you create and then refresh these on a regular basis using a multitude of new pictures in an easy way? Easy.

Creating Pictures for a Carousel

To create the pictures to use in the Carousel the easiest approach is to use PowerPoint

In PowerPoint go to slide sizing: Design / Slide Size / Custom Slide Size

- In the main body of the webpage a guide to size may be 3:1 (width:height), eg. 33cm width by 11 cm height
- In the side bar use square pictures, eg: 20cm by 20cm



(Tip: enlarge the picture to read the detail)

Add as many blank slides as you would like pictures but do not overdo – 20 might be a maximum

Select your pictures and insert – enlarge so at least fill the slide and in many cases continue to enlarge and move around until the picture looks its best with a ‘close up’ of the topic better than a distance shot covering a crowd/big group/landscape. Only use pictures that have good quality – no blurriness or pixilated (over-enlarged)

Pictures used need not be high res (although hi-res give better ability to focus in on a part of the picture). These can come from pictures used elsewhere such as Bulletins and Stories or even copy pictures from Facebook posts.

When you have completed this for all slides save the presentation as PowerPoint file for later reuse.

Then create a Folder for these pictures and ‘Save As’ JPEG file extensions to that Folder. You will be prompted to select ‘All Slides’. Now you have all your pictures ready to use – no cropping needed as the slide size = the picture size.

Adding to a Carousel to Clubrunner

Assuming you have webmaster access, log into Clubrunner and go to the Member Area

In Photo Albums Management add a new file (Photo Album), eg. Carousel (Feb 2018) and under:

- Photos: upload photos from the Folder
- Edit: if wanted, set the parameters for the slide – transition times etc

In the Website Designer go to the Content Section/Edit Content and from the left design side bar select and drag to position a ‘Carousel’ widget. Then under Edit:

- name the Carousel
- select the Photo Album for the slide images, eg. Carousel (Feb 2018)
- select a transition time that is not too quick nor too slow

Remember to ‘Publish’ the page again. Further guidance is under Clubrunner Help.

Examples of Carousels are on the District 9920 page www.rotarydistrict9920.org where there are 3:

1. Page banner Carousel
2. Message Carousel – see the SNAPSHOTS on creating a Home Page banner or a Display Banner for tips
3. Picture Carousel