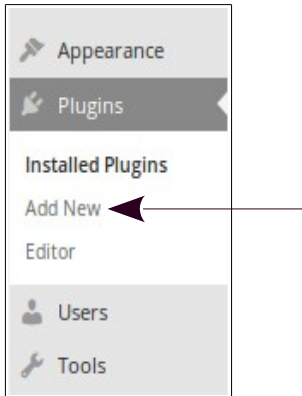


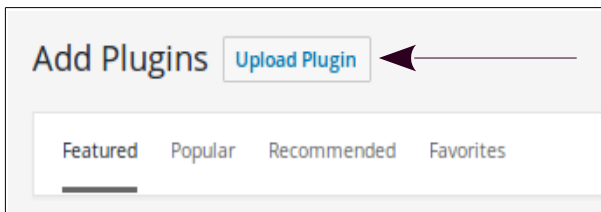
Module 16: Adding a Photo Gallery

TASK: Install a Plugin

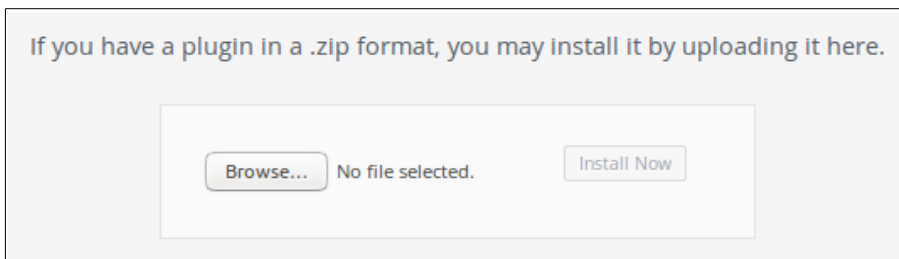
1. On the **Plugins** menu, click **Add New**.



2. Click the **Upload Plugin** button.



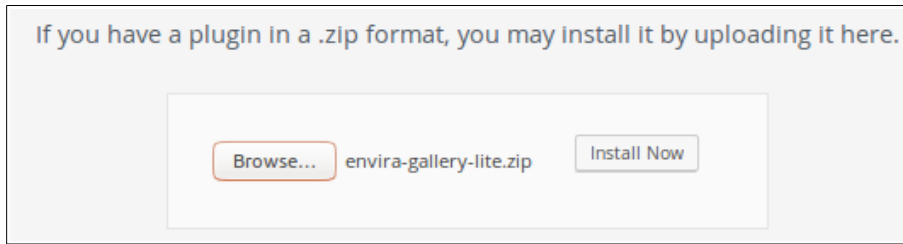
3. Click the **Browse...** or **Choose File ...** button.



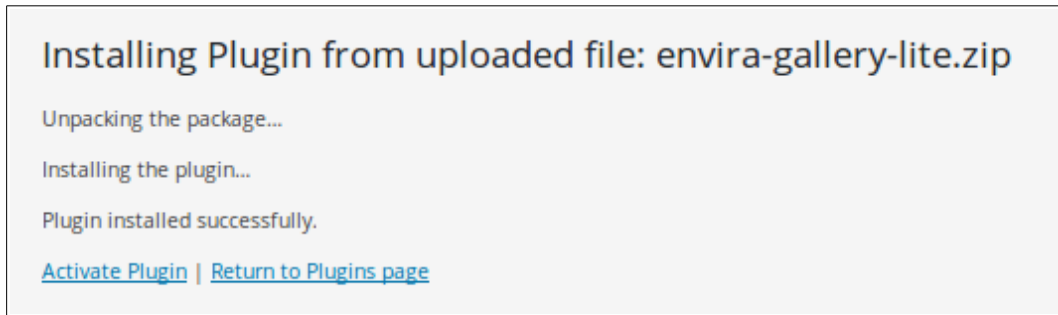
4. Do the following:

- Double-click **Desktop** on the left-hand side.
- Double-click the **FLOSSNet WordPress Self Study Course** folder.
- Double-click the **Plugins** folder.
- Double-click the plugin: **envira-gallery-lite.zip**

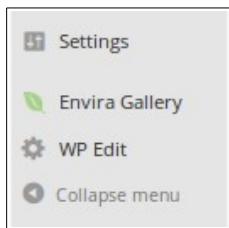
- Click the **Install Now** button.



- Click the **Activate Plugin** hyperlink.

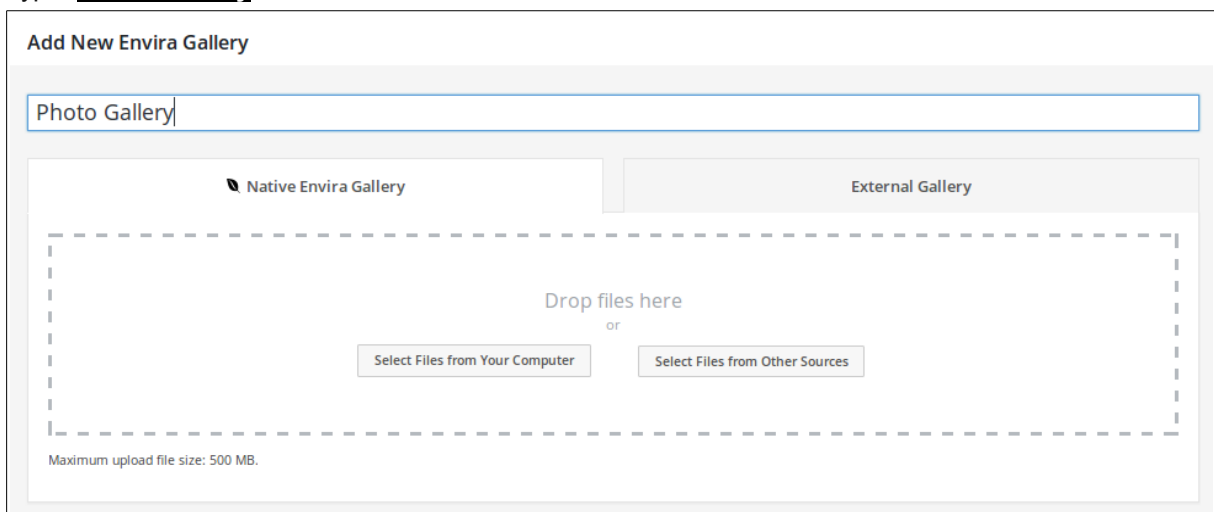


The item appears on the menu as: **Envira Gallery**



TASK: Create the Photo Gallery

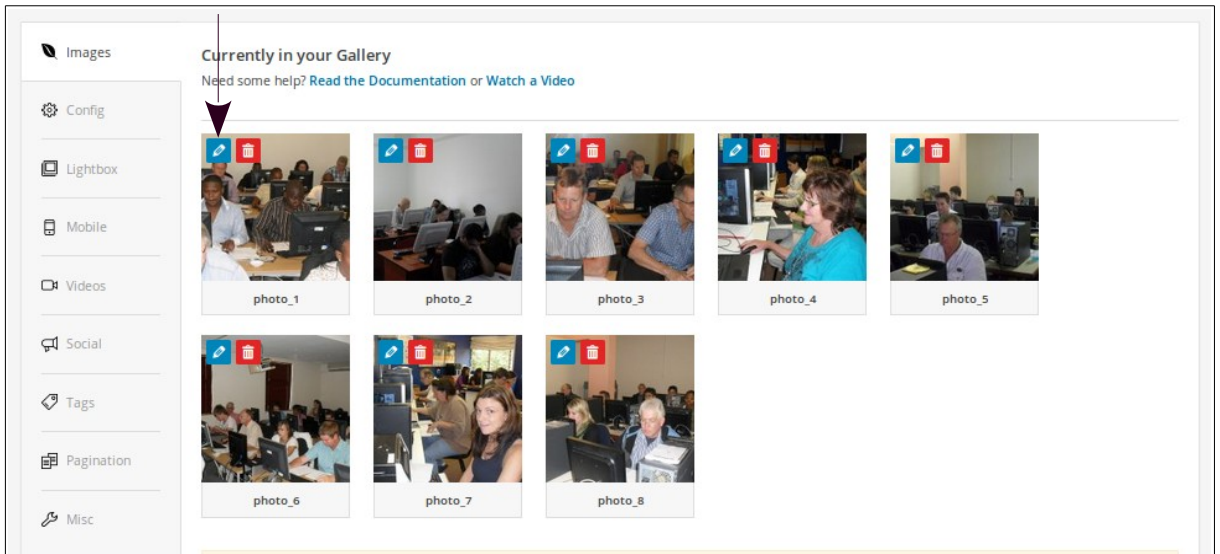
- On the **Envira Gallery** menu, click **Add New**.
- Type: **Photo Gallery** for the title.



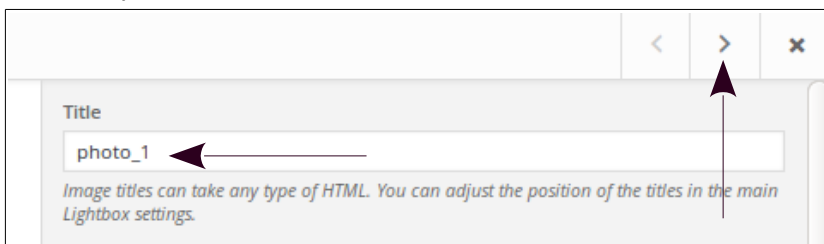
3. Do the following:

- Click the **Select Files From Your Computer** button.
- Double-click **Desktop** on the left-hand side, if need be.
- Double-click the **FLOSSNet WordPress Self Study Course** folder.
- Double-click the **Photos** folder.
- Press **Ctrl + A** to select all the 8 photos and click the **Open** button.

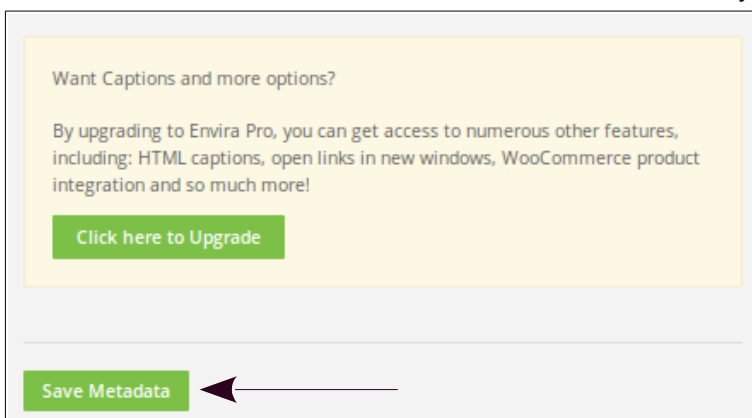
4. Click the blue **Modify Image** icon of the first photo to remove the titles from the photos.



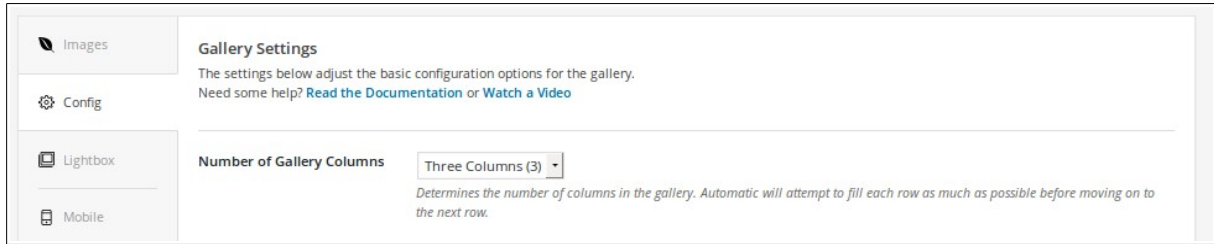
5. Delete the title and click the next (>) button to remove the title from the next photo. Remove the title for all the photos.



6. Click the **Save Metadata** button, which is at the bottom, when you are finished.



- Click the **Close** button (X) which is top right.
- Select **Four Columns (4)** for the number of columns under the **Config** tab. You can select 2 columns as well.



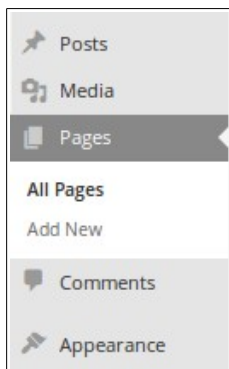
- Click the **Publish** button. The shortcode for the photo gallery will appear on the right-hand side.



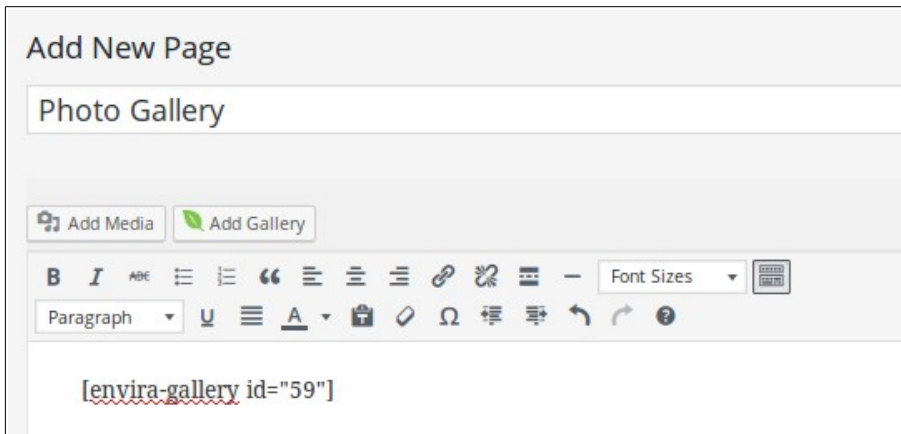
- Click on the icon on the right-hand side for the first shortcode in order to copy it to the clipboard.

TASK: Add the Shortcode to a Page

- On the **Pages** menu, click **Add New**.



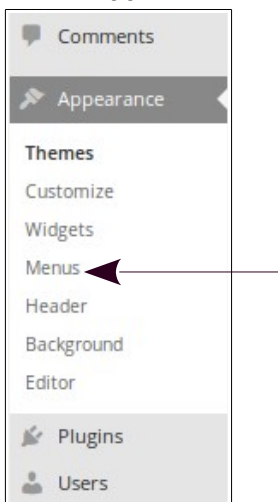
2. Type: **Photo Gallery** for the title and paste the shortcode.



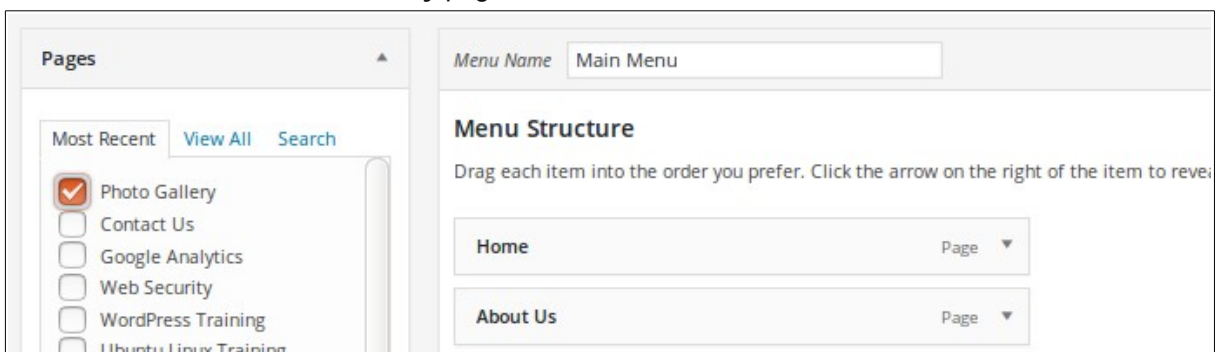
3. Click the **Publish** button.

TASK: Add the Page to the Menu

1. On the **Appearance** menu, click **Menus**.



2. Check the box for the **Photo Gallery** page and click the **Add to menu** button.



3. Drag the **Contact Us** menu item down so that **Photo Gallery** is not the last menu item.



4. Click the **Save Menu** button.
5. Visit your website's frontend and reload the page.
6. Click the **Photo Gallery** menu item. Your website should look similar to the one below.

