

Web Lesson 5

WORKING WITH IMAGES

- Adding images to your website
- Resizing images
- Arranging images
- Citing image source (s)

INTRODUCTION

So far, we have learned the basics of web design and we have learned how to alter background theme and font characteristics. In this lesson, we will add images to our webpage. When you chose your background theme, you likely had some canned images that came with your website. We are going to replace these with the images of your choice. Before you begin, make sure that you have saved some images to your computer or jump drive. You may have family photos from your phone, stored on a jump drive or disk. Be sure you know which photos you would like to use before you begin. (It may help if you have all of your images stored within a single folder on your computer). You may also wish to search for images online. Graphics that work best are JPEG's (ending with the extension ".jpg") or GIF's (ending with the extension ".gif"). Weebly has a beautiful array of images that you can use. Please be aware that some of these cost money (\$5). Lastly, please remember that you must **always** cite the source of your image. If you are using is a photo that you took yourself, you may cite it as: (Source: Author).

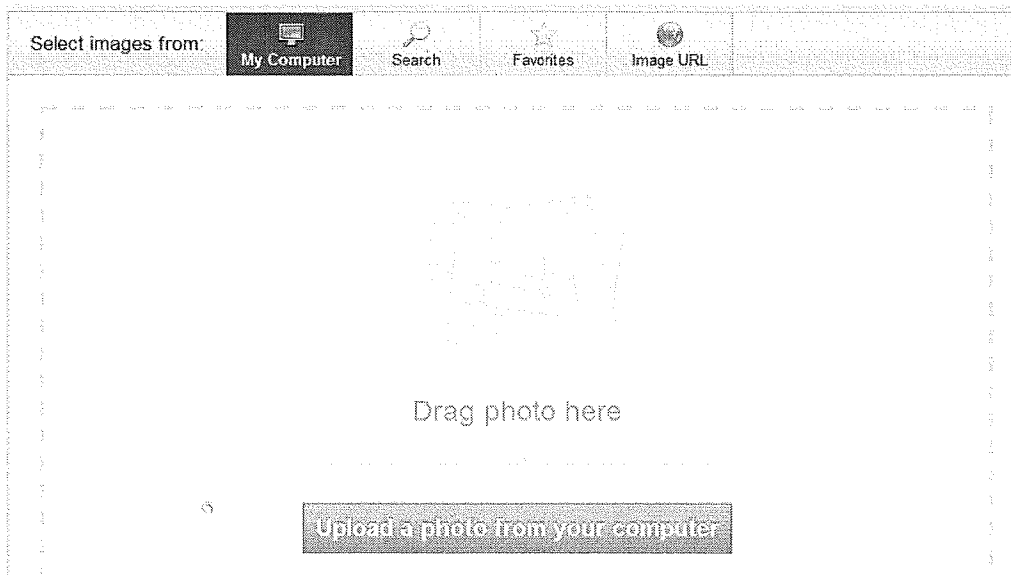
ADDING IMAGES

Log into <http://www.weebly.com> to access your website. You will need to click on the Site Title or the "Edit" button to open your website. On your Home page, you should have a canned image that came with the background theme that you chose. We are going to replace this image. Be sure that you are on the "Home" page of your website. With your mouse/cursor, hover over the canned image. You will see a button emerge that reads: "Edit Image". Click the

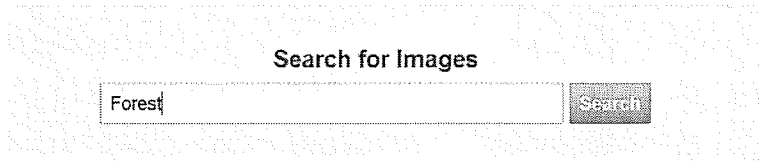
drop-down menu to expand and view menu options. Remember that the drop-down menu is the downward pointed triangle. Click on the option "Edit Image" and in the new window click the option "Add image".



You will be brought to a dialog box that looks like this:

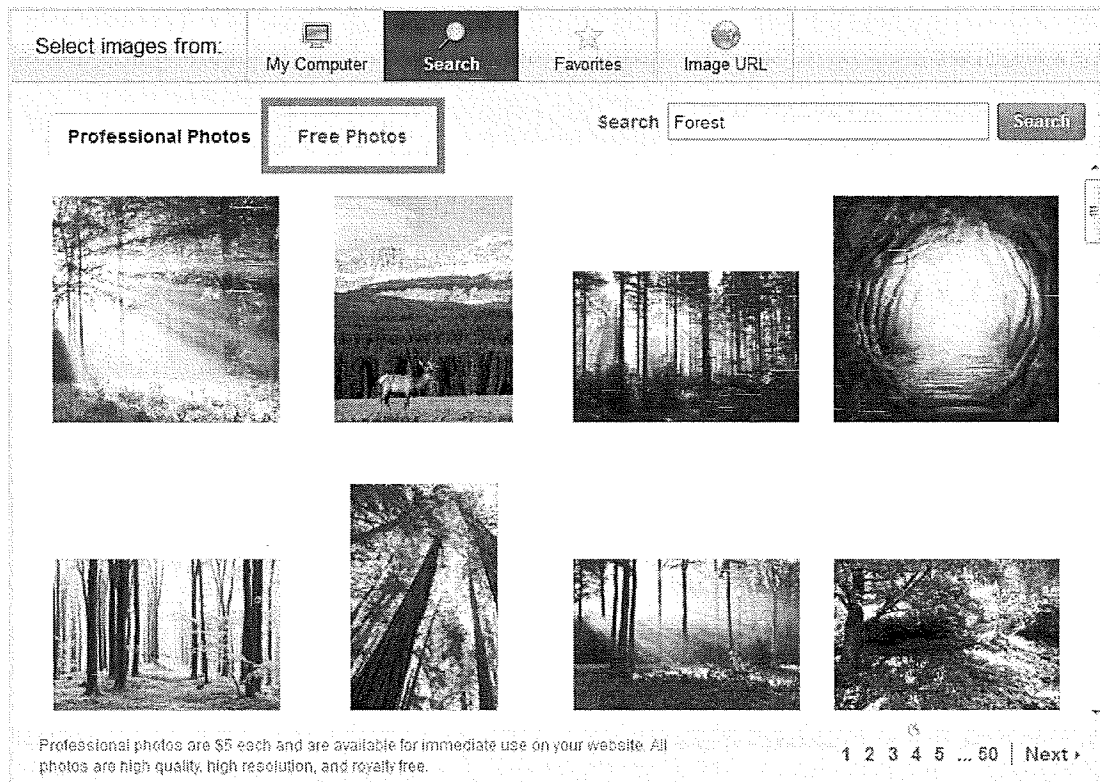


Notice that you can select images from a number of sources: images saved on your own computer (My Computer), you can search Weebly for images (Search), or search the web with a specific web address (Image URL). You may upload any image you like. If you have images saved on your computer, you can simply click and drag the image onto your homepage. I think the image of a forest would look nice for my home page. I will click the "Search" tab to run a search on the word "forest".



My search for the term “forest” yields numerous results in a dialog box that looks like this:


NOTE: it may take a few moments for the photos to show up if you have a slower Internet connection.



Notice that there are two Tabs for images In Weebly: Professional Photos and Free Photos. The professional photos are beautiful but they cost money (\$5). I prefer free photos so I am going to click on the tab labeled “Free Photos”. A new dialog box pops up with a number of free photos available for my use. Peruse these photos using the slide bar along the right-hand side of the window or the “Next” button at the bottom right. Notice that as you hover your mouse/cursor over each image, the option to select this image appears. Choose your image by clicking on the “Select” button.

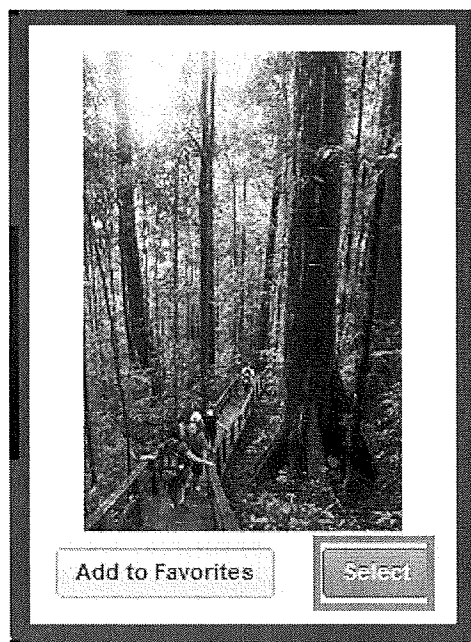
Select images from: My Computer **Search** Favorites Image URL

Professional Photos **Free Photos** Search Search



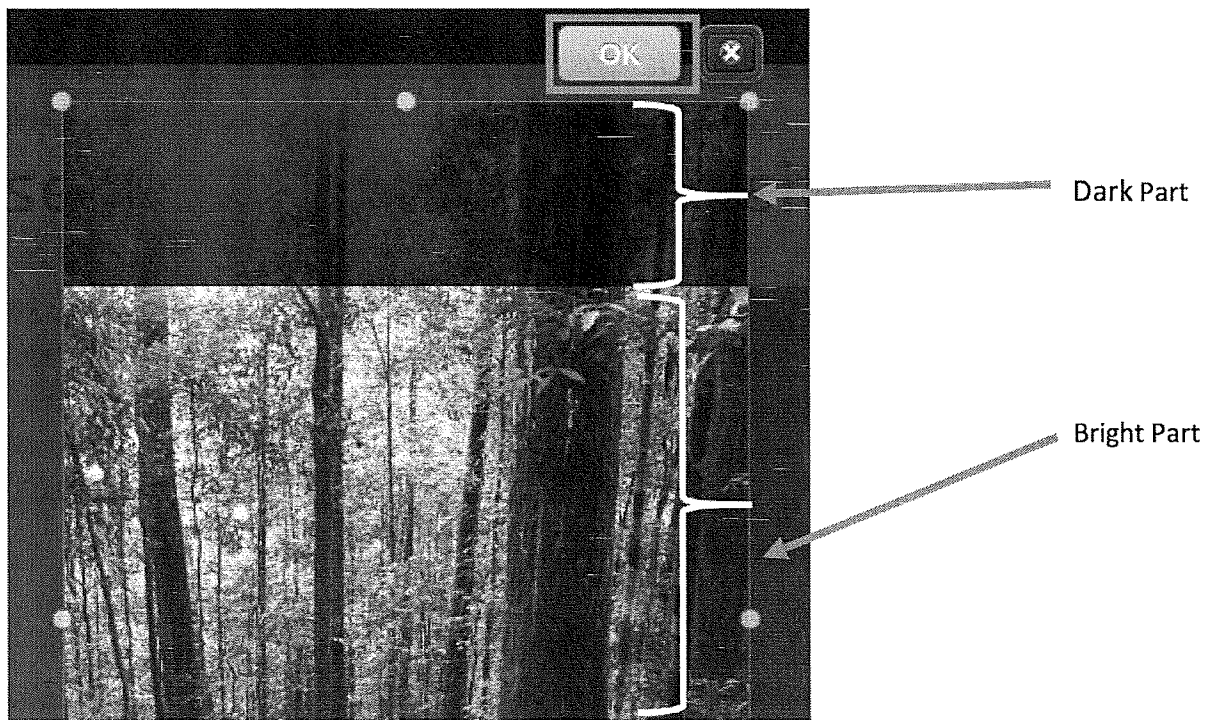
Free photos are available via a Creative Commons license requiring attribution. An attribution link will be automatically added to your website footer.

1 2 3 4 5 ... 50 Next >



It will take a few moments for this image to load. When it does load, it will be somewhat opaque and darker than you expected. There will be a blue outline around your loaded image and there will be small circles at various intervals on the edge of your photo. You can click and drag the circles to adjust the size of your image before it loads onto your homepage. Also,

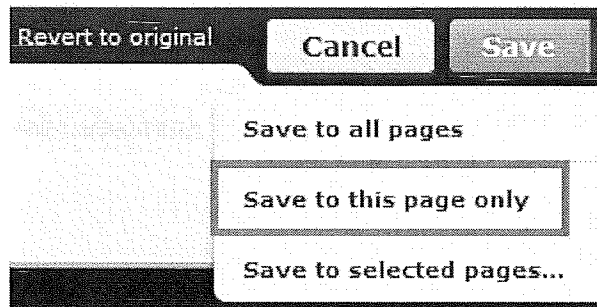
notice that part of the image is brighter and part of it is darker. The bright part of the image is what is actually going to be loaded to your webpage. The darker part of your image will not appear and will be discarded once the image is loaded. Adjust your image until the entire image or the part you want is lit up brightly. You can adjust the image by clicking and dragging the circles to enlarge the image (or to make it smaller). You can also move the image by panning. To pan an image, hover your mouse over the center of the picture and hold down your mouse (left button) while you move it. If you have a scroll pad on a laptop, simply move your fingers along the scroll pad while holding down the left button on your mouse or pad. When you're ready to load your image, click "OK". Sometimes the "OK" button is at the top of the image and sometimes it is at the bottom. You may have to scroll down to find this button.



Now, at the top right of your screen you will see a series of options: "Cancel" to revert back to the original canned image OR "Save" to continue downloading the image. If you wish to save the image, you have a number of options. You can access these options by clicking the drop-down menu to the right of the "Save" button as seen below:

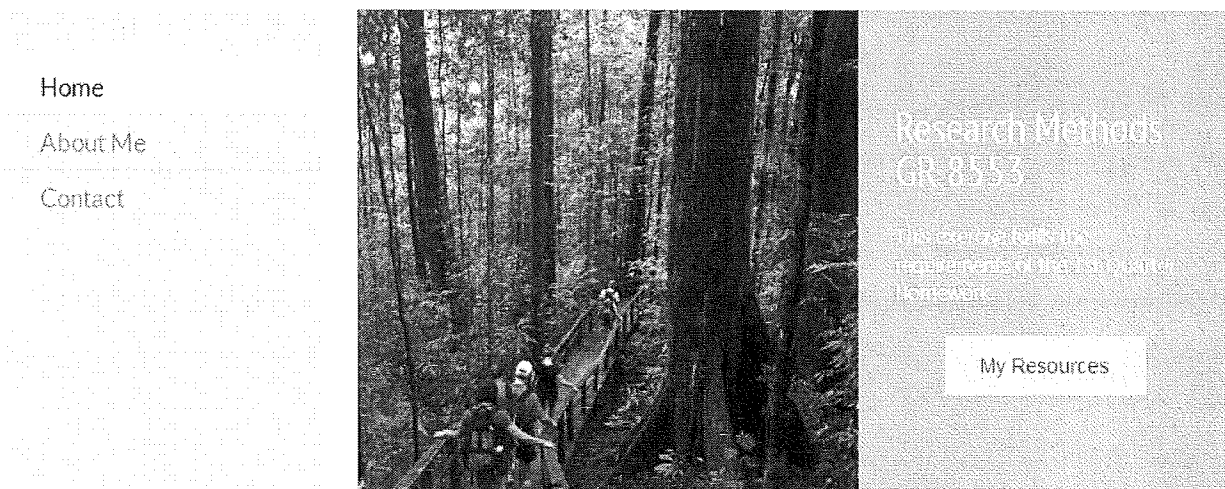


You can save the image to all pages of your website, to your homepage only, or you can choose select pages for the image to appear on. Currently we are adding an image to the homepage so choose the option "Save to this page only".



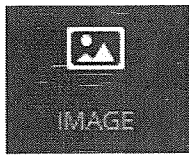
Now, your image should have loaded on your "HOME" page. If your image is cropped or didn't load properly, you can go back and resize it. To do this, hover your mouse/cursor over the image until the "Edit image" button appears. Repeat the steps above until your image has loaded properly. This is how my home page looks now that the image has loaded:

Christa's Research Methods Website

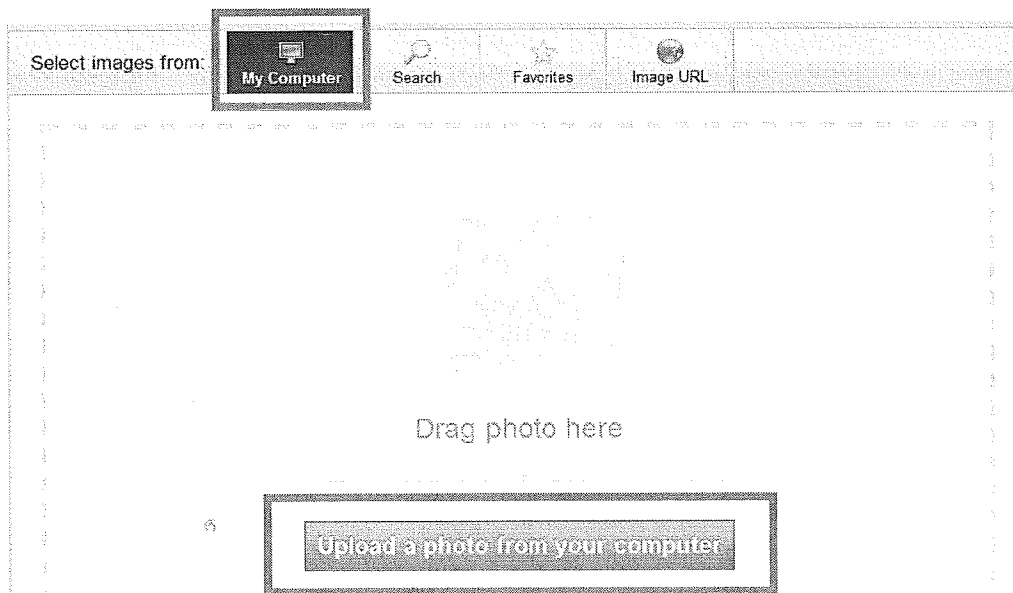


Now let's load an image to our "About Me" page. I am going to load a photo from my computer. Be sure to click on the page title ("About Me" or whatever label you chose) in the navigation menu. This page will either be empty or it will contain a stock Image from Weebly.

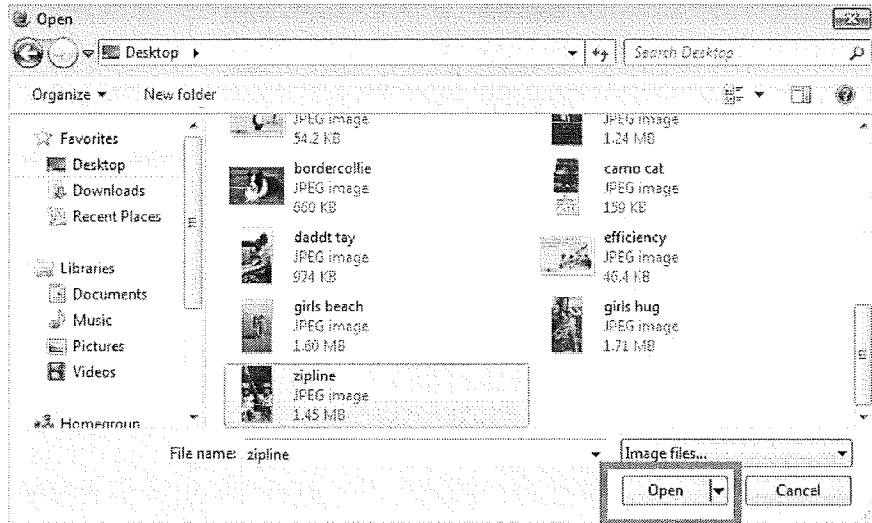
If you have an empty page, you will need to add an image by clicking on the "Image" element from the left-hand menu.



If you have a canned or stock image, hover over the image until you see the button "Edit Image". Click this button and then click "Edit Image". You will be brought back to this window:



This time, we are going to upload an image that has been saved to our computer. In the "My Computer" tab, click the button "Upload a photo from your computer". Navigate to the folder where your image files are stored on your computer, jump drive etc. Click on the image you want to upload to your webpage and then click "Open". Notice below I have chosen the JPEG image titled "zipline" and it is highlighted in blue.



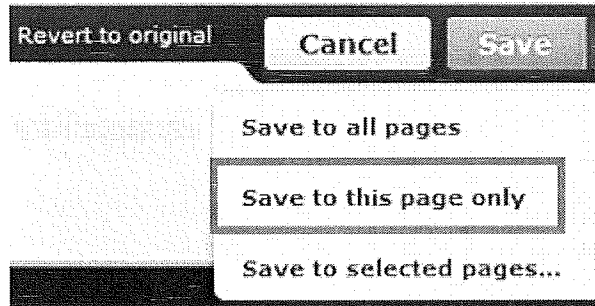
It will take a few minutes for the image to load. Once the image loads, you will have to resize or move the image so that it fits the area available to you. Remember the brightly lit portion of the photo is what is going to show once you click OK. You can use the circles to adjust your image size or you can pan the image to get the fit you want.



Dark Part will not show after upload

Bright area is what will show upon uploading

When you are ready to save the image, click the drop-down menu next to the save button in the upper right-hand corner of your screen. Click "Save to this page only".

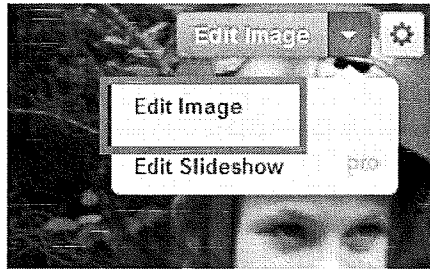


After this image loads, you may continue to add or alter images until you achieve the look you want. Before we complete this lesson, there is one more thing we need to consider.

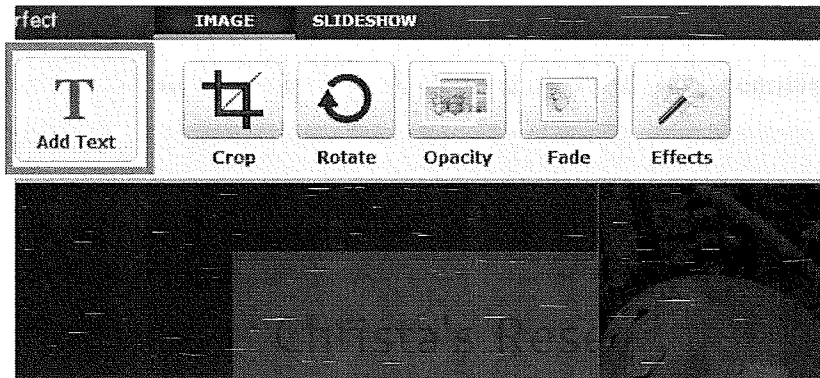
CITING IMAGES

After you have added an image, you need to give its source. If you got your image off of the web, you need to list the web address. If you are posting a photo that you yourself took, you need to source it as "Author". I am going to cite the image that I just posted (the one where my girls were zip lining). Since I took the image I am going to cite it as: (Source: Author).

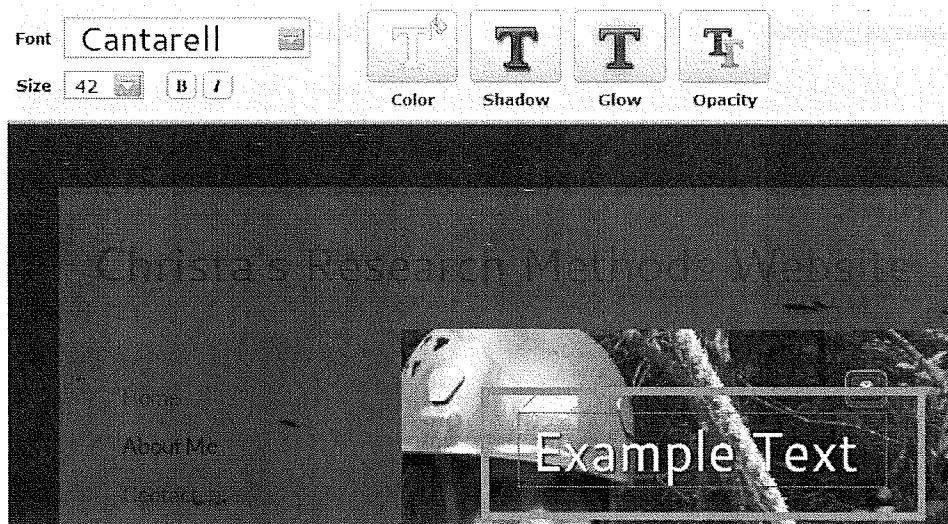
You may have noticed a button labeled "Add Text" in the top left corner while you were uploading your image. While you upload an image, you can add the citation source by clicking this button. However, we are going to add text after our images have uploaded. Hover over the image you wish to cite. When the "Edit Image" button appears choose "Edit Image".



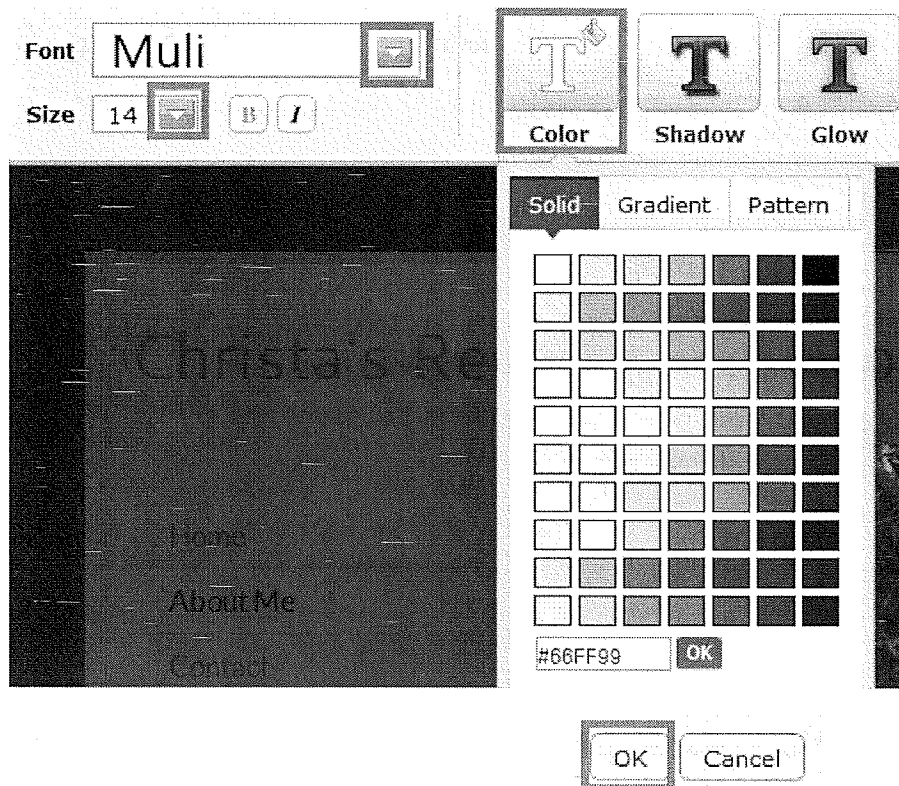
This will open the image editor. Click the “Add Text” button in the top left corner.



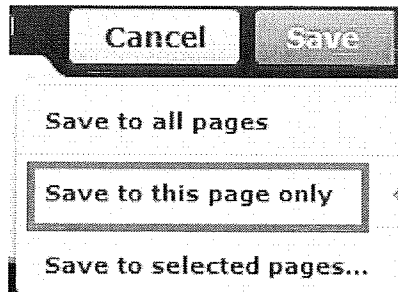
After the Text dialog box opens, you will see a little box appear in the middle of your image with the words “Example Text”. This is the text box in which you will type your Source. NOTE: this image text box will only appear over your image. After you type your Source, you will need to move this box to a bottom corner of the image. In this text editor, you will notice the font style, color and size can be adjusted. Other text features can also be used (Shadow, Glow etc.).



Since I took the picture that I uploaded, I am going to type "Source: Author" in the text box as seen below. Since the text box is going to be moved to the bottom corner of the image, the font will need to be fairly small. You can adjust your font size and style using the drop down menus. (I chose Muli as my font style and a font size of 14). Add your own image source and play with the font style, size, color etc. until you get the look you want. To change the font color, click the "Color" tab to choose the color from a palette and click "OK". When you're finished, click the edge of your text box and drag it to the bottom of your image. If you move the text box off of your image, it will disappear and you will need to do another one.



When your Image Citation Text box is finished, click "Save" in the top right corner. Click "Save to this page only".



Your Image Citation should now be loaded:



Be sure to cite all images in your website before you move on to the next lesson.

This is the end of Lesson 5.