Using a Picture Library and Image Web Part together

This is Asif Rehmani from SharePoint-elearning.com. In this presentation, we will see how a Picture Library can be used to store pictures, I will show you different ways to upload pictures to a Picture Library, and then we will explore how to consume a picture using the image web part from Picture Library.

So, first I am going to start with a Picture Library. In the Picture Library we can upload some pictures and look at the different options to view the pictures. So, first let us see that there is a Picture Library located in this Team Site 1.

Let us look on View All Site Content, and it should show all the Libraries and Lists which are available currently on this site. Okay, so we do not have a Picture Library yet, that means we can create one by clicking on this Create button. And under the Libraries section, the Picture Library appears right here. Let us go and click it and make a new Picture Library. And this Picture Library, we will call it Company Pictures, the intent being that all main Global Company Pictures would reside in this Library. I am going to have it appear on the quick launch bar and let us click Create. So, in this Picture Library, I have a couple of options to upload to this Picture Library. When I click on this Upload button, the two menus that should appear are - Upload a Document, which means upload one picture at a time, or Upload Multiple Documents.

Uploading a document works exactly the same way as Uploading a Document in a Document Library. Now Upload Multiple Documents, on the other hand, works very differently. It brings up this Window and also it should bring up the Picture Managers as well. So here it is, so Microsoft Office Picture Manager comes up. Currently, it is going towards the C→ Windows location, of course I can add any other location as well that I want to upload pictures from. One thing to note here, that it is showing this in thumbnail view, and I have the option right here with the slider to make Thumbnails smaller or bigger. This is a new feature that comes with most of the Office products now - Office word, Excel, PowerPoint and so far. I am going to go ahead and select a few of these pictures - Coffee Bean, Gone Fishing, Soap Bubbles and River Sumida, Click on Upload and Close. That should take all these pictures uploaded to my Picture Library, and Close this Picture Manager.
Alright, so it brings me back to this Window, it is telling me that I need to manually perform one more step, which is to Go Back to Company Pictures by Clicking on this link. Once I get back to the Picture Library, it shows me the four pictures that I have uploaded. And currently it is showing me the All Pictures View, and it is actually Thumbnails View. I also have the option to view the Details View and also the Filmstrip View. These Views are very similar to the Views that were present in Share Point 2003. Let me go ahead and show the Filmstrip View. Here it is, I can see the different pictures by Clicking on them. Alright, I am going ahead and put it back in the Thumbnails View now.

And one other thing I can do on this Library is Click on this Actions ➔ and View Slide Show. This is also an option which was available on SharePoint 2003. It brings up this Slide Show Manager and in here I can view the Slide Show by clicking on this Play, it is going to automatically going to go through the pictures at a specified time interval.

Alright and that is how you upload the pictures to Picture Library and the different Views that you have on the Picture Library by default. Now that I have these pictures in this Picture Library, I can use ultimately one of these pictures as my picture on the Main Page as the company logo. For example, let us assume that the Gone Fishing is the logo of my company, I would first Click on the Gone Fishing image ➔ go inside ➔ and Right Click on the image Copy Shortcut, this will put the image location in my Clip Board right now. I am going to go back to Team Site 1 home page, from home page, what I intend to do now is to replace Windows SharePoint Services logo with my company logo. There are a couple of ways of course to do that, first is to take this original Web part and replace the location of this one with the new logo. What I am going to do now is make a new image Web Part and just simply close this original Web Part. So Site Actions ➔ first I need to put this page in to Edit Page Mode, which used to be called a Design Mode in Share Point 2003, it is showing me all the different Zones which are available and different Web parts and Lists which are available, so I am going to take this Site Image Web Part and close it up. And in the same right zone, I am going to add a new Web Part and this is going to be the Image Web Part.
This Window that comes up is very different from the Task Pane that used to appear on the right side of the page in SharePoint 2003 to allow us to pick new Web Parts. So in this Window, I am going to find the Image Web Part first, it appears all the way at the bottom in the Miscellaneous category, here it is the Image Web Part. Now the beautiful thing about this Window, the Add Web Parts window is I can add Multiple Web Parts at the same time. Currently though, I just need to add the Image Web Parts, so I am going to select this one only and Click on Add. Once it puts the Image Web Part on the page, I can open the Tool Pane and in the Tool Pane, I can put in the location for my Gone fishing company logo, change the Appearance to call the Web Part Company Logo, and also I could change the background color of the logo so it blends in a little bit better, let me pick this color, click OK. Here it is. All I need to do now is to Exit Edit Mode and this should put my company logo on the top right of the page where it should belong.