Edit/Create/Delete a Tridion Slideshow

> **Attention**
>
> XPM is not configured for this content. The creation/edition has to be done in Tridion Content Manager (Back office) itself.

Overview

A promotional Slideshow consists of multiple Banners that can be added into a space.

Size of banners: 1060 x 300 px

- Create Slideshow
- Edit Slideshow
- Create Slide
- Remove Slideshow

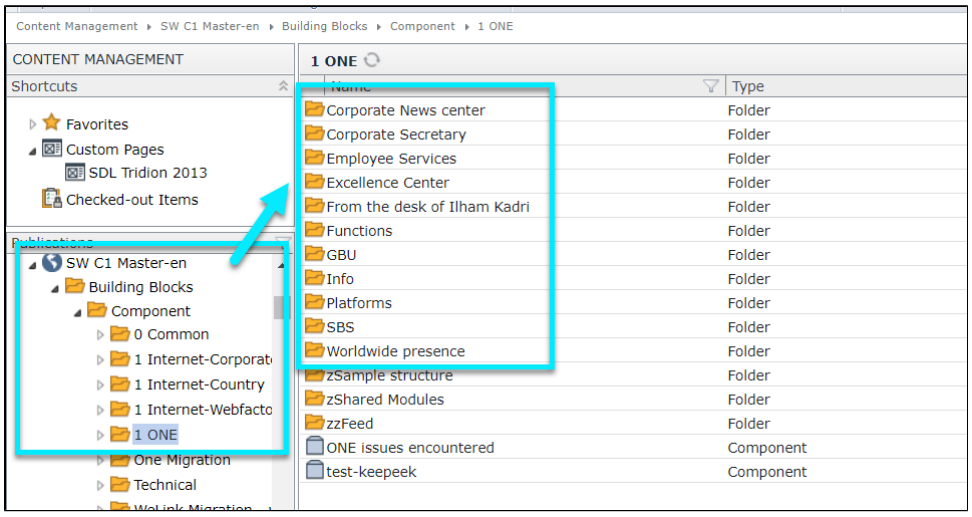
> **Information about this tab:**
>
> Create a new Slideshow and add it in a Space.

> **Tip**
>
> Check tab "**Create Slide**" to get the KEEPEEK Banner image(s) in a component that will be added in the Slideshow.

Step 1: Reach location

1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

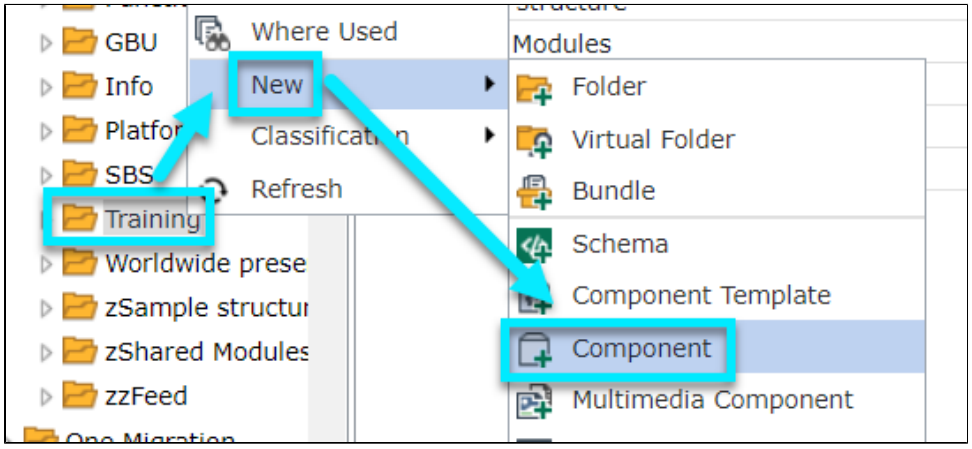
SW C1 Master-en\Building Blocks\Component\1 ONE\<entity name>



Step 2: Create new Banner Slideshow

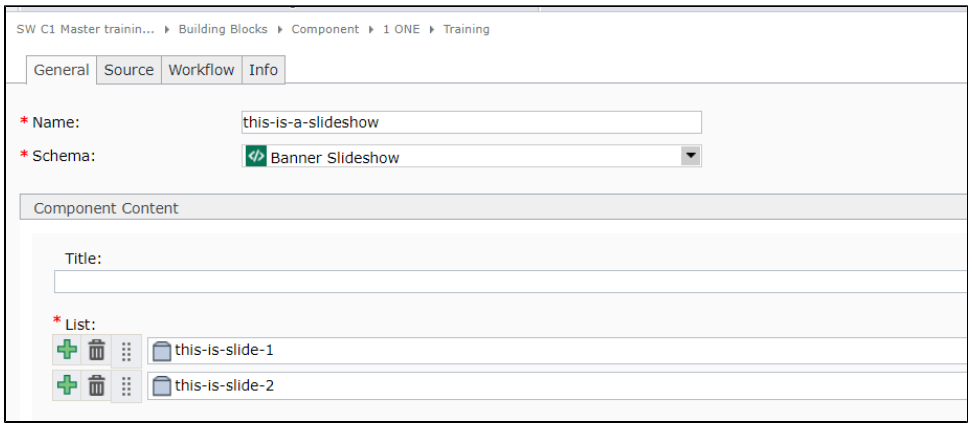
1 - Create a new component:

- Right-click the <entity name> folder
- "New"
- "Component"



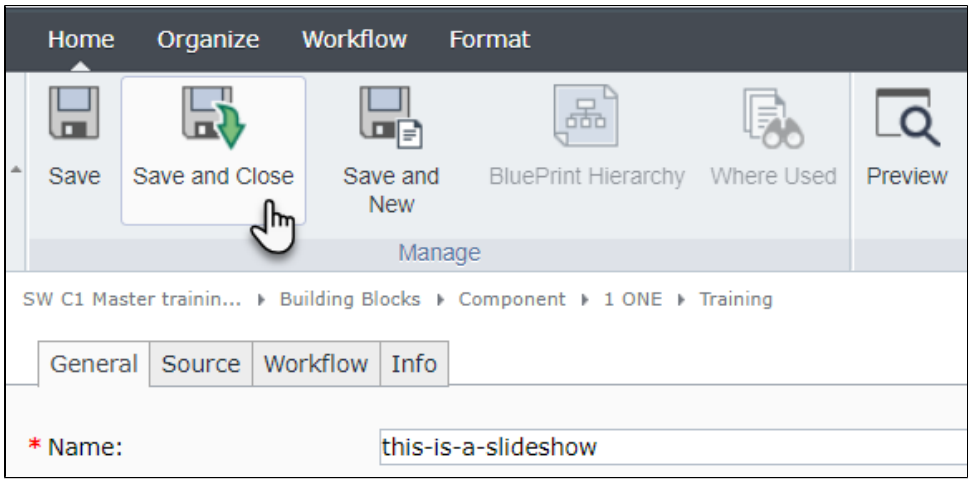
2 - Start adding information in the fields:

- ***Title:** Will not be displayed to the end user, only in Back-office
- ***Schema:** Select Banner Slideshow
- ***List:** Select created Banner Slide(s); you can add as many as you want (3 max. is the recommended)



Check tab "**Create Slide**" to create the Banner Slide(s).

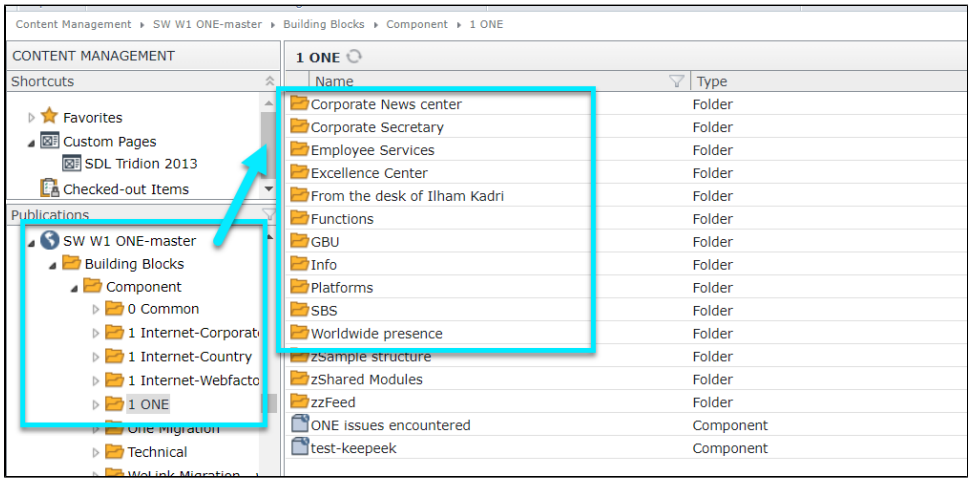
3 - Save the component by clicking on the Save and Close button in the ribbon toolbar.



Step 3: Publish the new Banner Slideshow

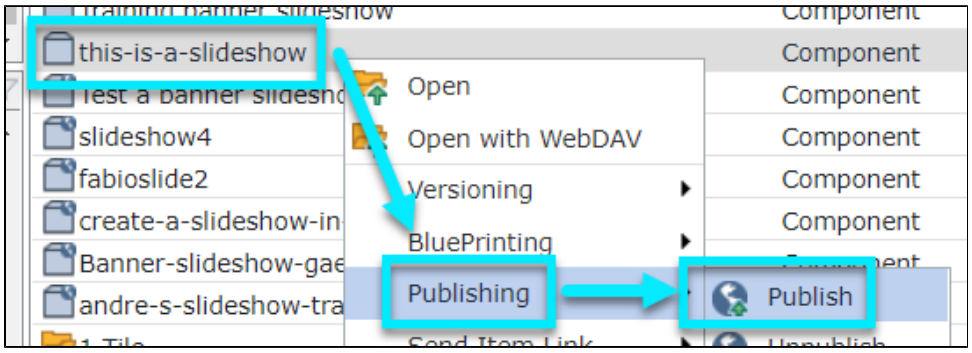
1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

SW W1 ONE-master\Building Blocks\Component\1 ONE\<entity name>



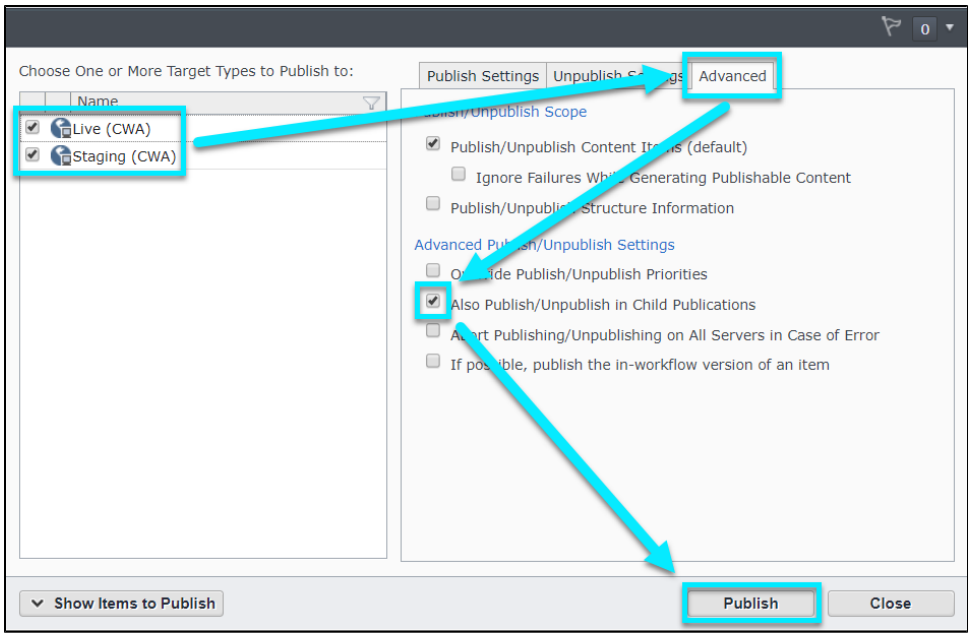
2 - Find the new Banner Slideshow created and then:

- Right-click
- "Publishing"
- "Publish"



3 - Don't forget to publish Child Publications as well

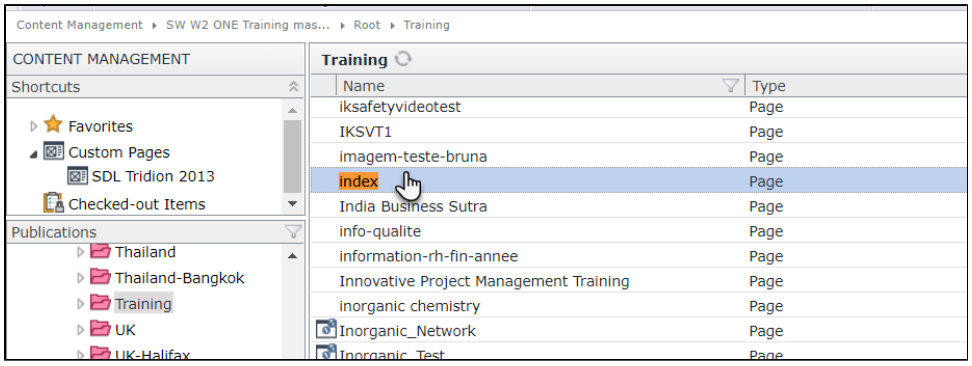
Always publish in Staging.



Step 4: Add Slideshow to the Space

1 - Still in the "SW W1 ONE-master" folder, follow the path:

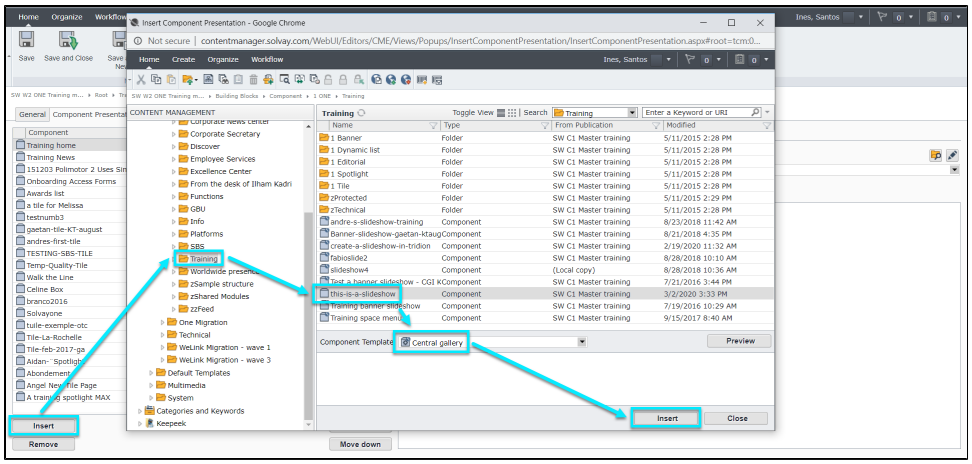
- Root
- <entity name>
- Search "index" and open



2 - Click "Insert" and then:

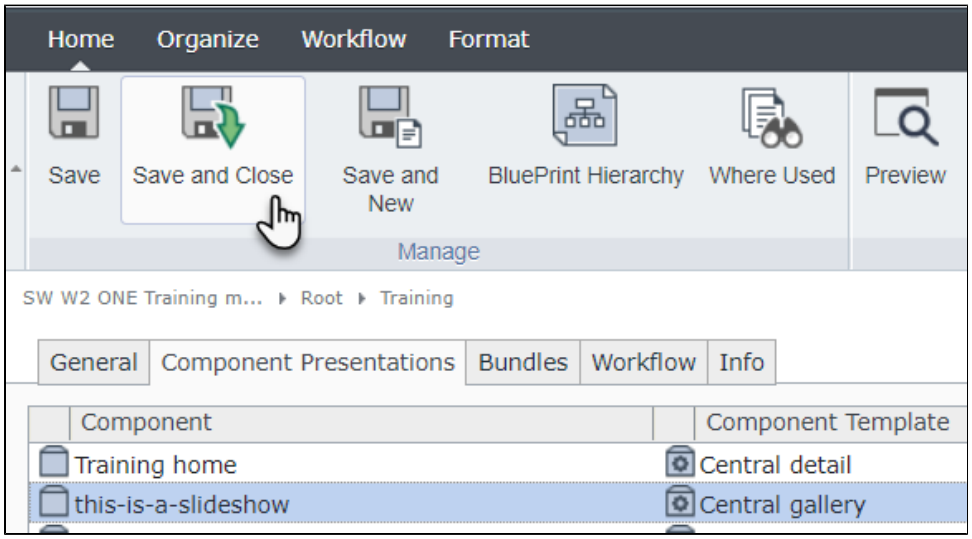
- <entity name>
- Find new Slideshow Banner
- In the "Component Template" field choose "Central Gallery" from the drop-down
- Click "Insert"

Never add it in 1st position.

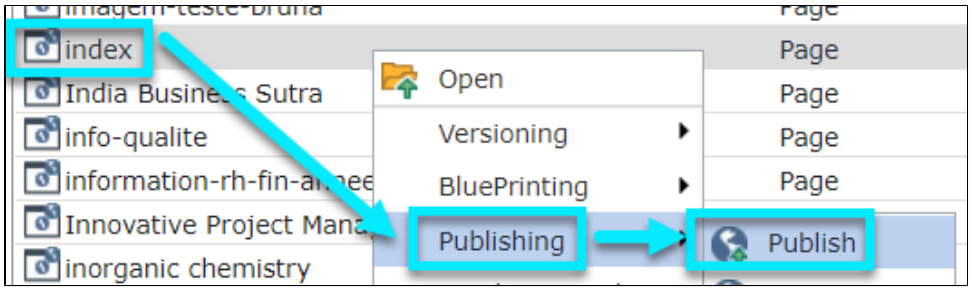
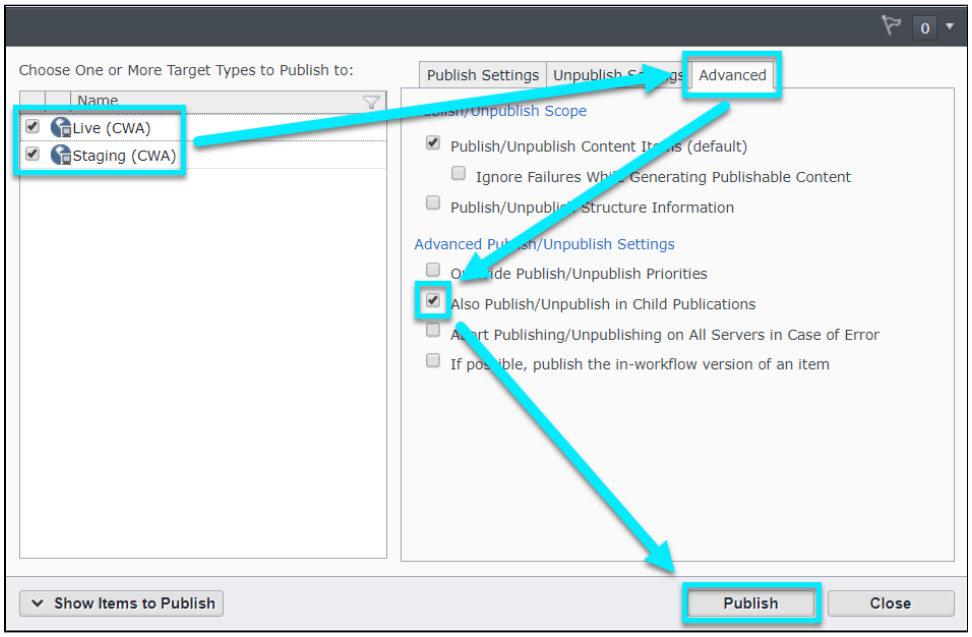


Click to enlarge image.

3 - Save the component by clicking on the Save and Close button in the ribbon toolbar.



Step 5: Publish the Space changes

1 - Still in the "SW W1 ONE-master" folder publish the index	
2 - Don't forget to publish Child Publications as well **Always publish in Staging.**	

Information about this tab:

Edit / Delete / Add Slides in an existing Slideshow.

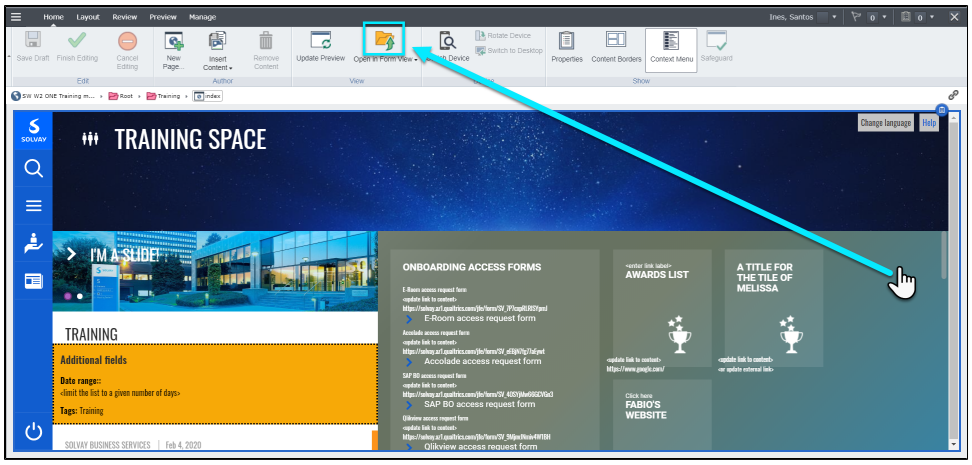
Tip

Check tab "**Create Slide**" to get the KEEPEEK Banner image(s) in a component that will be added in the Slideshow.

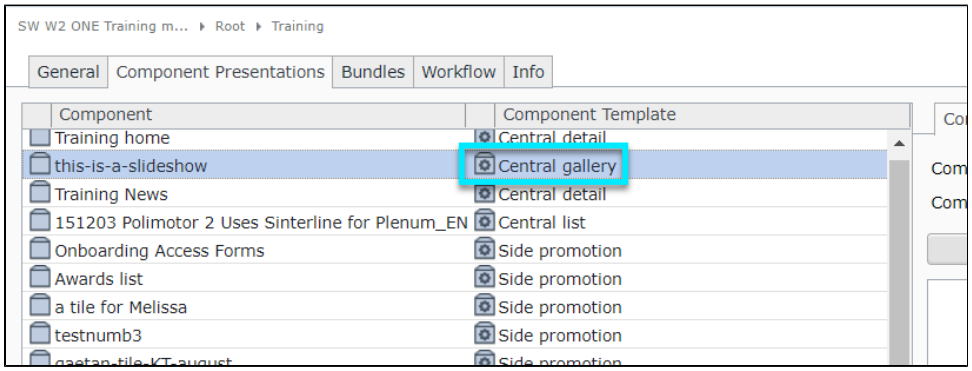
Step 1: Find the Slideshow in Staging	

1 - Open Staging in the Space where needed to edit an existing Slideshow, then

- Select the page (click anywhere on the background)
- Then Open in Form View

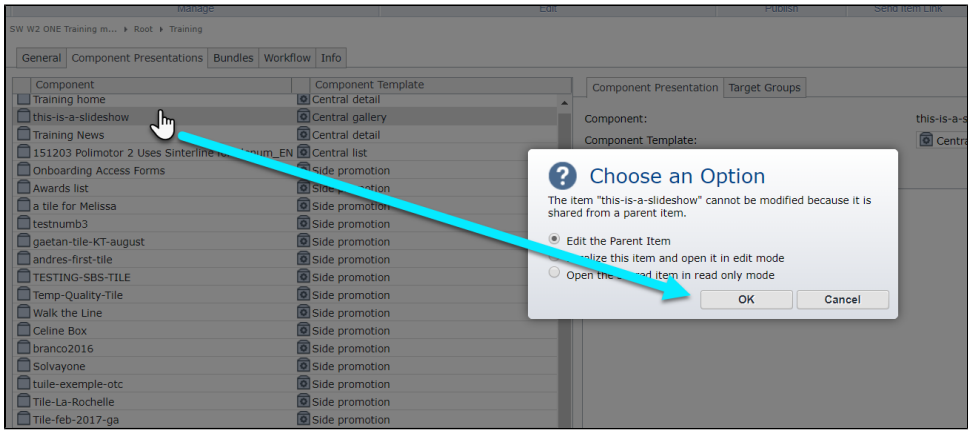


2 - Check in the "Component Presentations" tab for a component with the template "Central Gallery"



3 - To reach the Slides then:

- Double-click the Slideshow component
- Click OK in the pop-up

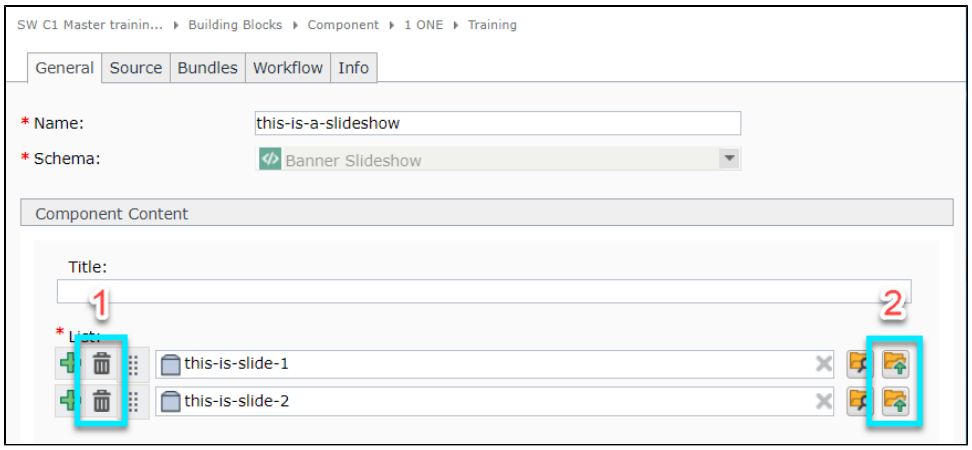


Step 2: Make the changes

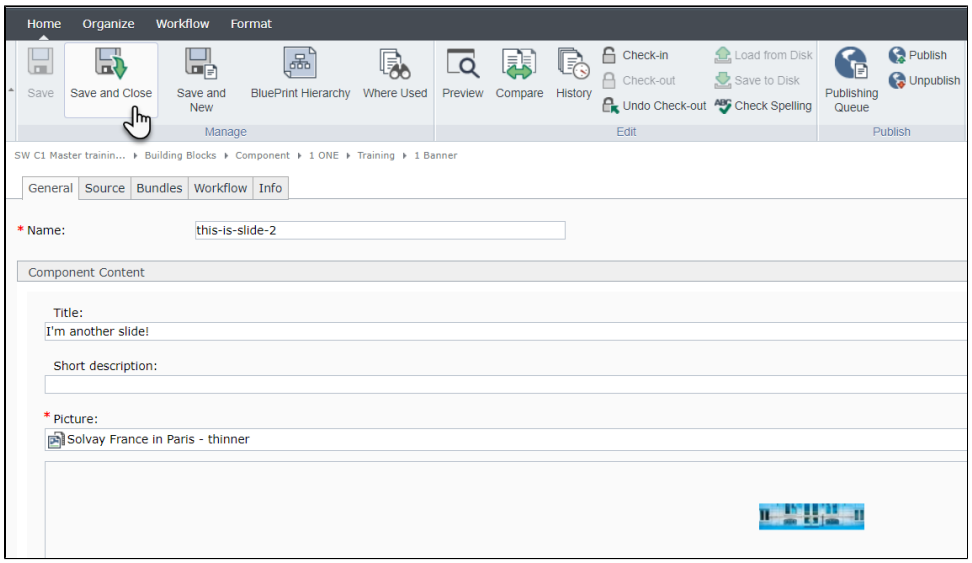
1 - To:

- Delete a Slide, click the Trash icon - **1**
- Edit a Slide, click the Open icon - **2**

Check tab "**Create Slide**" to create a new Banner Slide, then come back to this page to add it by clicking the **+** icon.

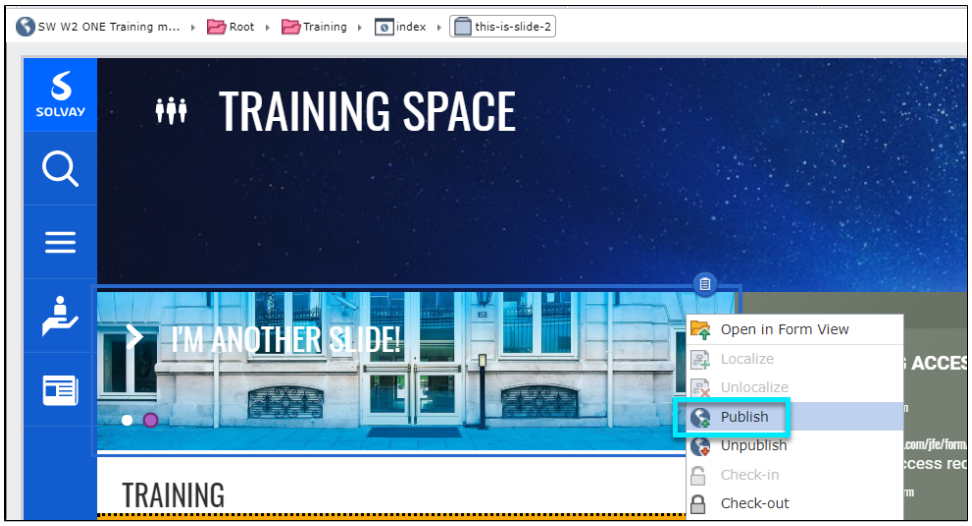


2 - Save every change with the "Save and Close option" until you arrive back to the space's Staging page.



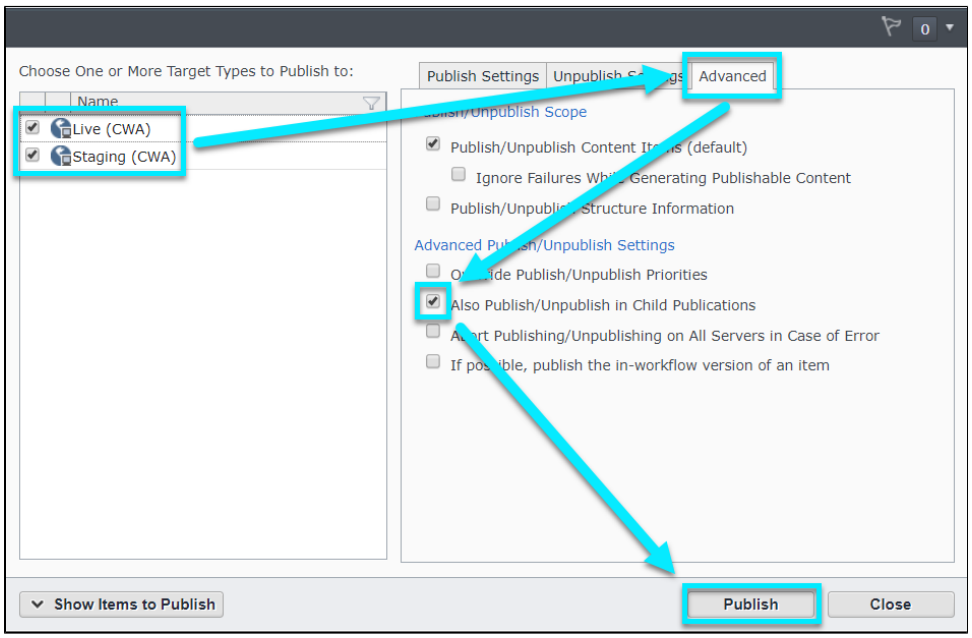
Step 3: Publish the changes

1 - Open Staging and right-click the updated Banner and click "Publish"



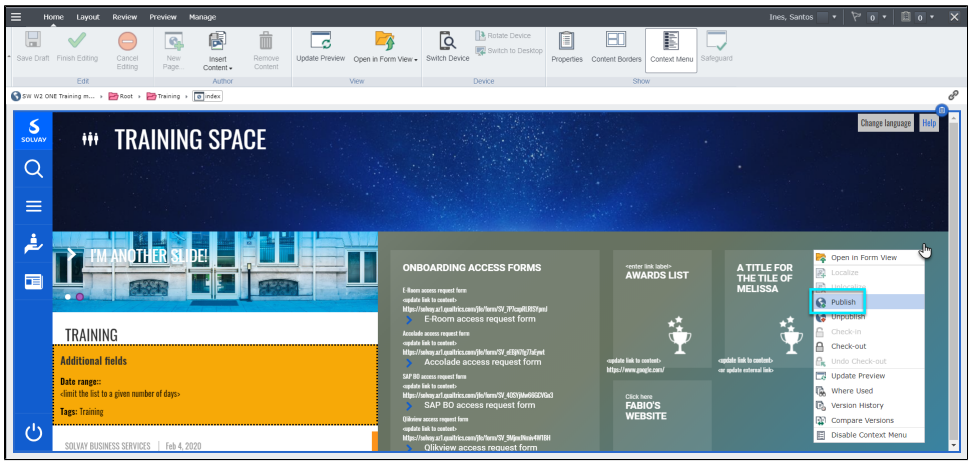
2 - Don't forget to publish Child Publications as well

> **Always publish in Staging.**



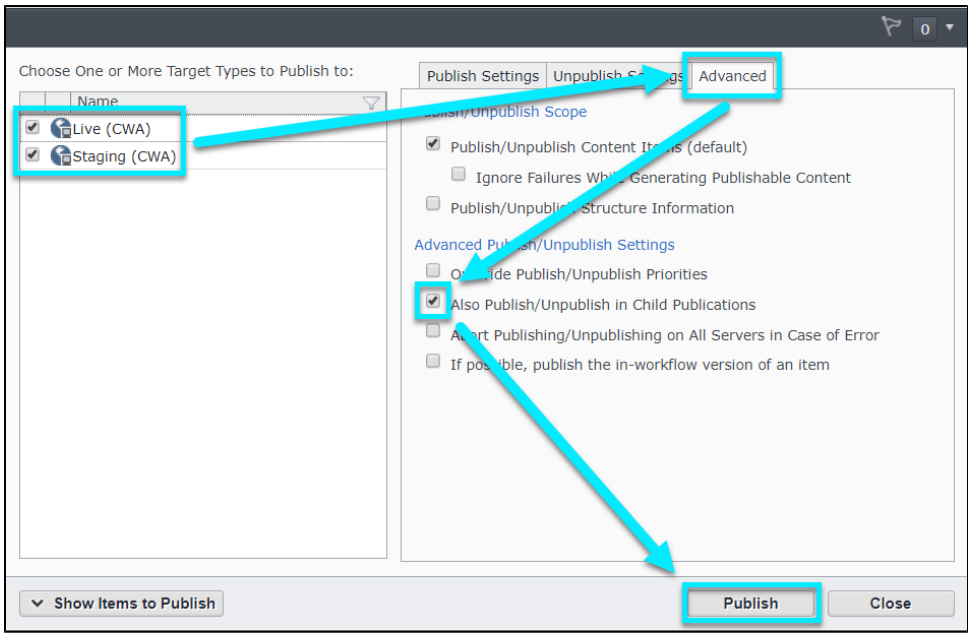
3 - Then do the same with the page:

- Select the page (click anywhere on the background)
- Right-click
- "Publish"



4 - Again, don't forget to publish Child Publications as well

Always publish in Staging.

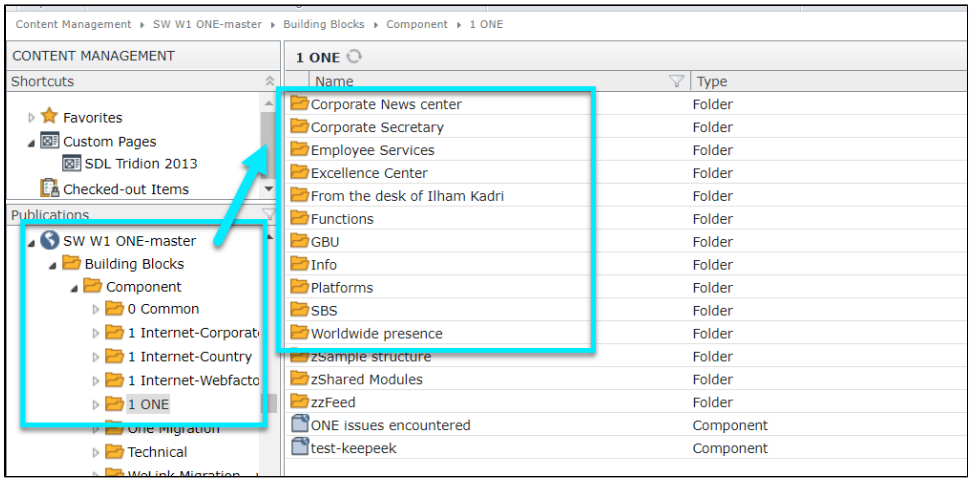


Before proceeding you need to add your banner image in KEEPEEK.

Step 1: Reach location

1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

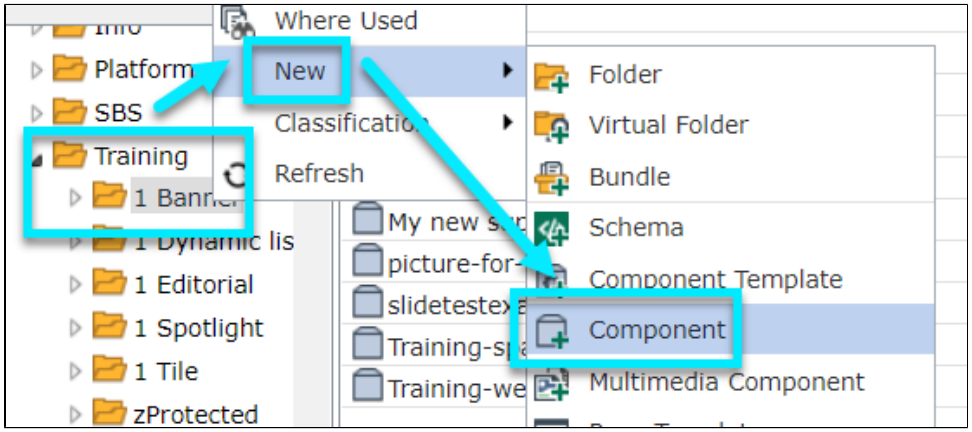
SW C1 Master-en\Building Blocks\Component\1 ONE\<entity name>\Banner



Step 2: Create new Banner Slide

1 - To create a new component:

- Right-click the Banner folder
- "New"
- "Component"

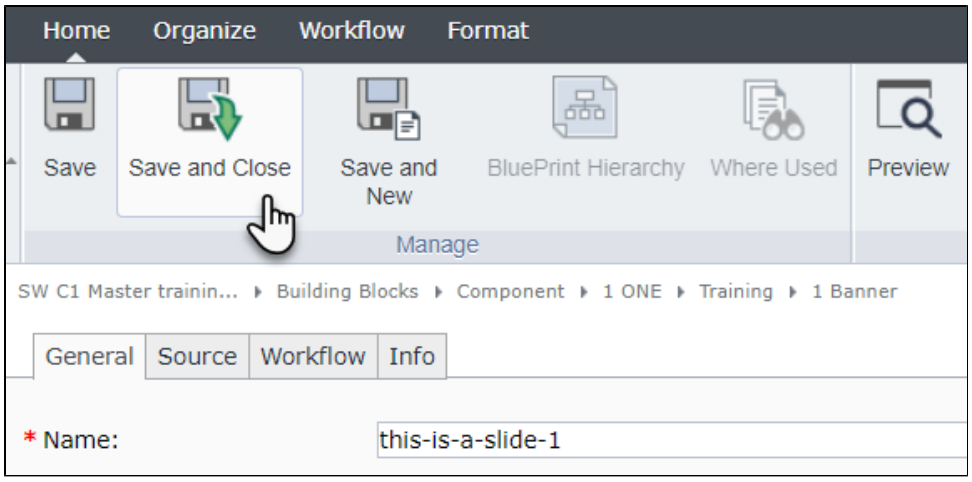


2 - Start adding information in the fields:

- ***Name:** Will not be displayed to the end user, only in Back-office
- **Title:** This text is displayed on the Banner slideshow
- ***Picture:** Select Picture from KEEPEEK
- **Link:** Users can click the Banner and will be redirected to this link

Click to enlarge image.

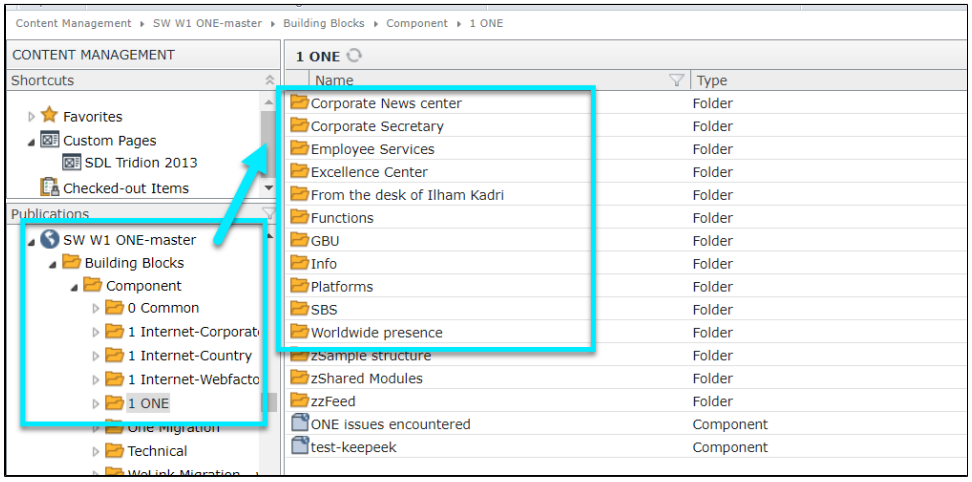
3 - Save the component by clicking on the Save and Close button in the ribbon toolbar.



Step 3: Publish the new Banner (s)

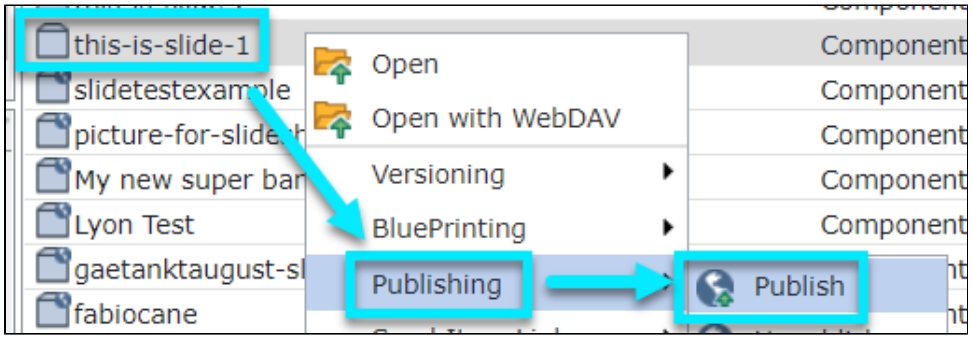
1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

SW W1 ONE-master\Building Blocks\Component\1 ONE\<entity name>\Banner



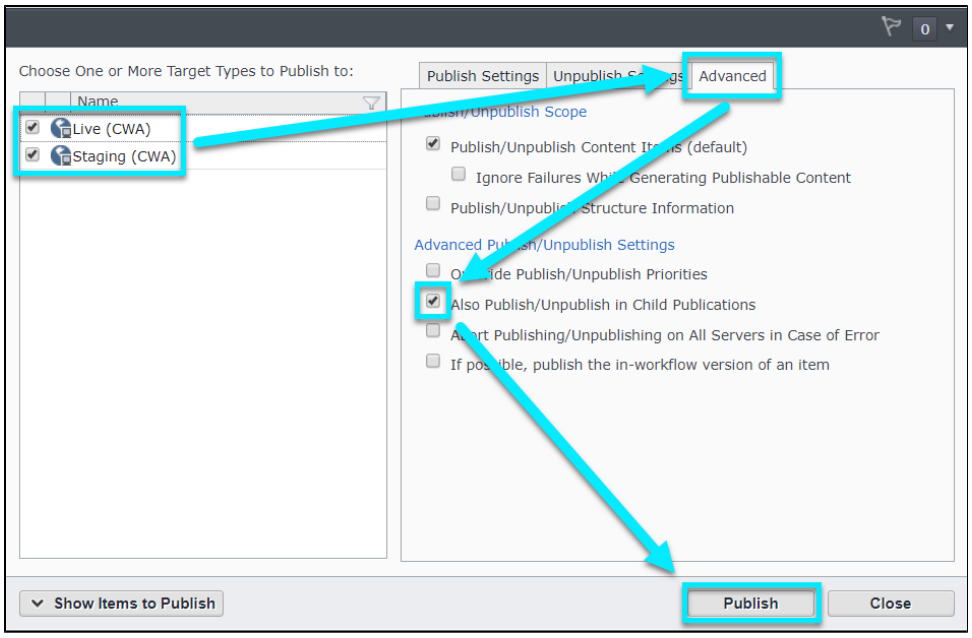
2 - Find the new Banner(s) created and then:

- Right-click
- "Publishing"
- "Publish"



3 - Don't forget to publish Child Publications as well

Always publish in Staging.



Tip

Check tab "**Create Slideshow**" to learn how to make a brand new Slideshow with your new Banner or the tab "**Edit Slideshow**" to add it in an existing one.

Can't find information?

- Contacting Support

Related articles

- See related in Multimedia format
- See how to Publish contents in Live