

Edit/Create/Delete a Tridion Slideshow



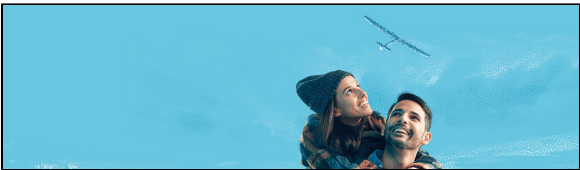
Attention

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\ent\1 ONE\<entity name>

Content Management > SW C1 Master-en > Building Blocks > Component > 1 ONE

CONTENT MANAGEMENT																																			
Shortcuts	1 ONE																																		
★ Favorites - Custom Pages - SDL Tridion 2013 - Checked-out Items	<table><thead><tr><th>Name</th><th>Type</th></tr></thead><tbody><tr><td>Corporate News center</td><td>Folder</td></tr><tr><td>Corporate Secretary</td><td>Folder</td></tr><tr><td>Employee Services</td><td>Folder</td></tr><tr><td>Excellence Center</td><td>Folder</td></tr><tr><td>From the desk of Ilham Kadri</td><td>Folder</td></tr><tr><td>Functions</td><td>Folder</td></tr><tr><td>GBU</td><td>Folder</td></tr><tr><td>Info</td><td>Folder</td></tr><tr><td>Platforms</td><td>Folder</td></tr><tr><td>SBS</td><td>Folder</td></tr><tr><td>Worldwide presence</td><td>Folder</td></tr><tr><td>zSample structure</td><td>Folder</td></tr><tr><td>zShared Modules</td><td>Folder</td></tr><tr><td>zzFeed</td><td>Folder</td></tr><tr><td>ONE issues encountered</td><td>Component</td></tr><tr><td>test-keepack</td><td>Component</td></tr></tbody></table>	Name	Type	Corporate News center	Folder	Corporate Secretary	Folder	Employee Services	Folder	Excellence Center	Folder	From the desk of Ilham Kadri	Folder	Functions	Folder	GBU	Folder	Info	Folder	Platforms	Folder	SBS	Folder	Worldwide presence	Folder	zSample structure	Folder	zShared Modules	Folder	zzFeed	Folder	ONE issues encountered	Component	test-keepack	Component
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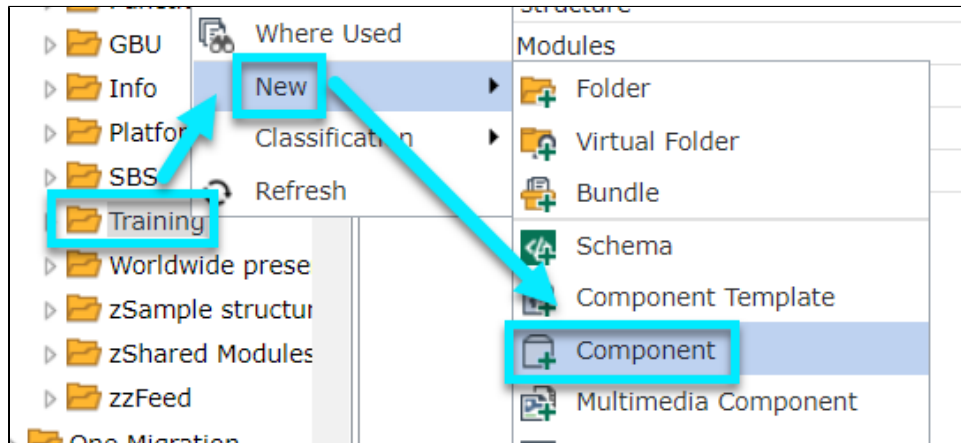
Publications

- SW C1 Master-en
 - Building Blocks
 - Component
 - 0 Common
 - 1 Internet-Corporate
 - 1 Internet-Country
 - 1 Internet-Webfacto
 - 1 ONE**
 - One Migration
 - Technical
 - WebLink Migration

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)

SW C1 Master trainin... > Building Blocks > Component > 1 ONE > Training

General Source Workflow Info

* Name:

* Schema:

Component Content

Title:

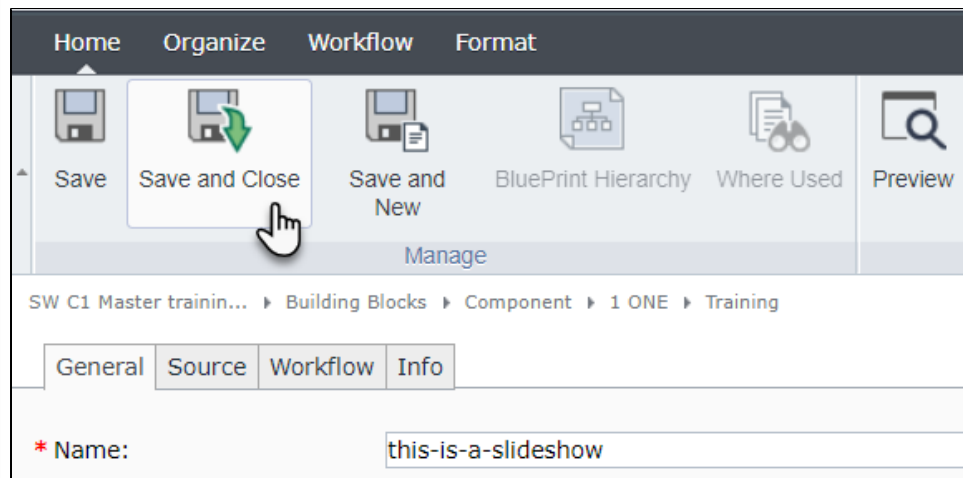
* List:

☐	☐	☐	this-is-slide-1
☐	☐	☐	this-is-slide-2



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

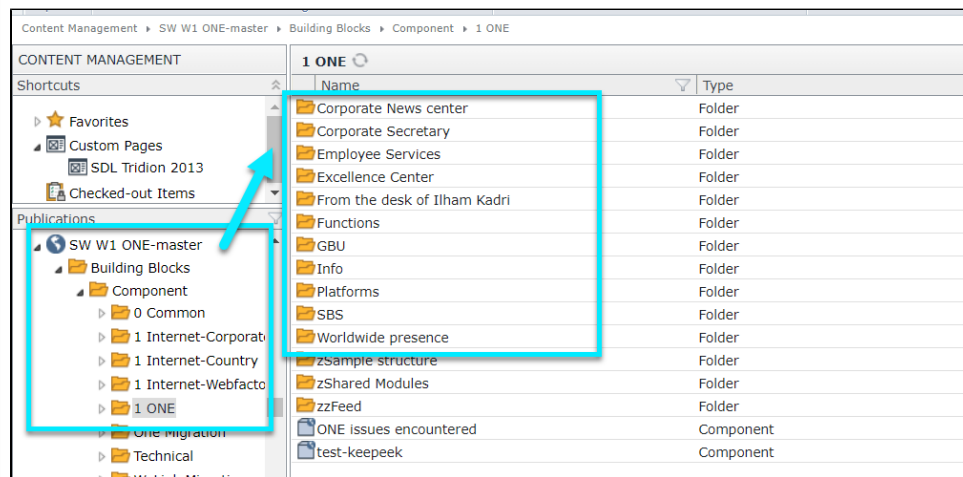
3 - Save the component by clicking on the Save and Close button in the ribbon toolbar.



Step 3: Publish the new Banner Slideshow

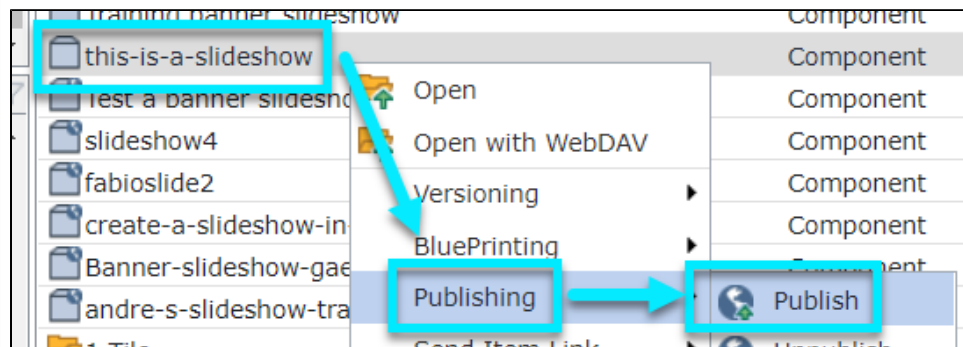
1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

SW W1 ONE-master\Building Blocks\Component\ent\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.

Choose One or More Target Types to Publish to:

Name	Selected
Live (CWA)	☒
Staging (CWA)	☒

Advanced Publish/Unpublish Settings

- ☒ Also Publish/Unpublish in Child Publications
- ☐ Alert Publishing/Unpublishing on All Servers in Case of Error
- ☐ If possible, publish the in-workflow version of an item

▼ Show Items to Publish **Publish** Close

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

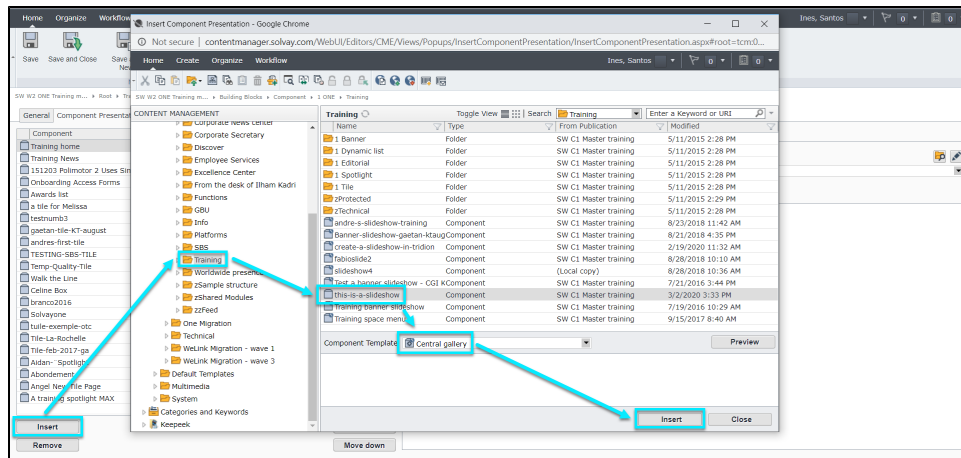
Content Management > SW W2 ONE Training mas... > Root > Training

CONTENT MANAGEMENT		Training	
Shortcuts		Name	Type
★ Favorites - Custom Pages - SDL Tridion 2013 - Checked-out Items		iksafetyvideotest	Page
		IKSVT1	Page
		imagem-teste-bruna	Page
		index	Page
		India Business Sutra	Page
		info-qualite	Page
		information-rh-fin-annee	Page
		Innovative Project Management Training	Page
		inorganic chemistry	Page
		Inorganic_Network	Page
		Inorganic_Test	Page

2 - Click "Insert" and then:

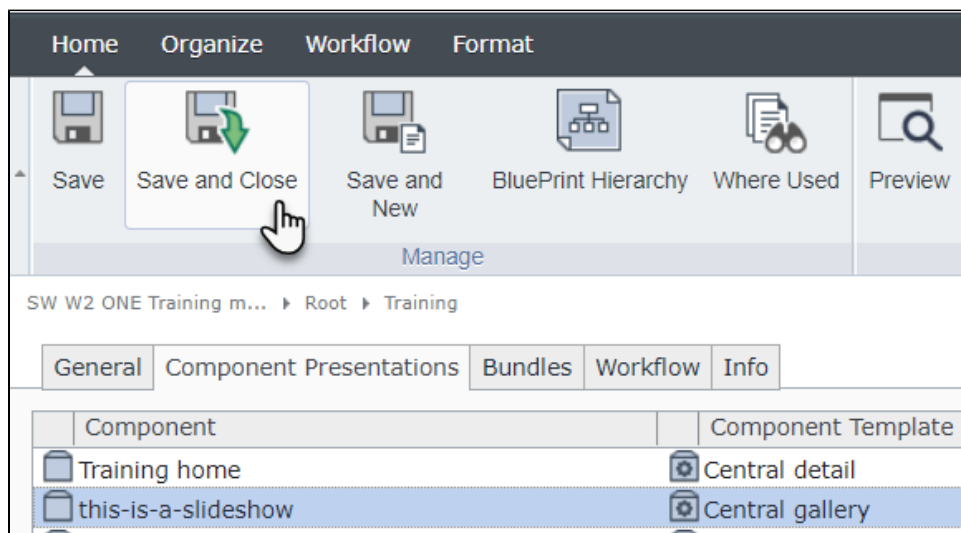
- <entity name>
- Find new Slideshow Banner
- In the "Component Template" field choose "Central Gallery" from the drop-down
- Click "Insert"

⚠ Never add it in 1st position.



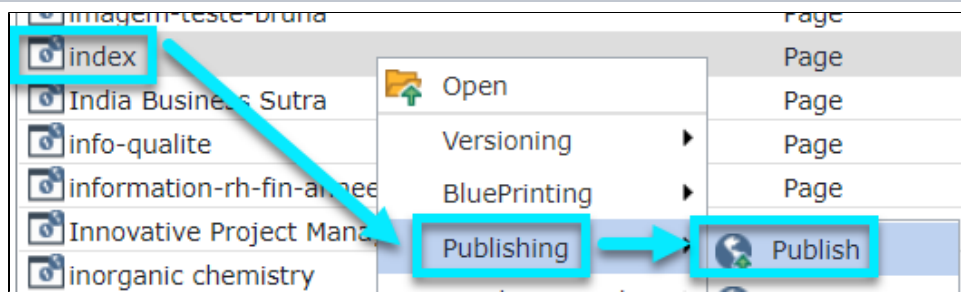
Click to enlarge image.

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



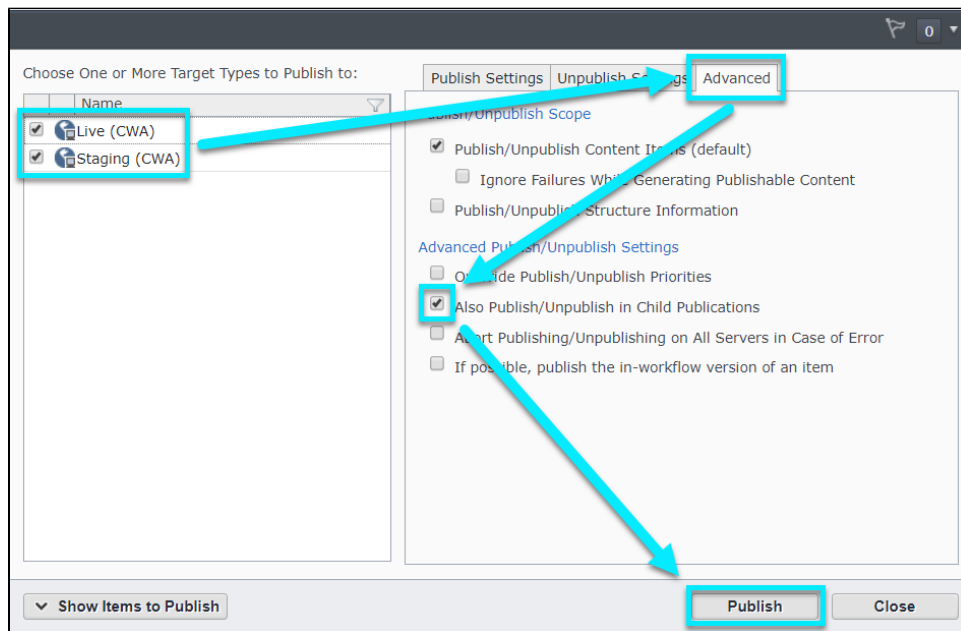
Step 5:
Publish
the
Space
changes

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.

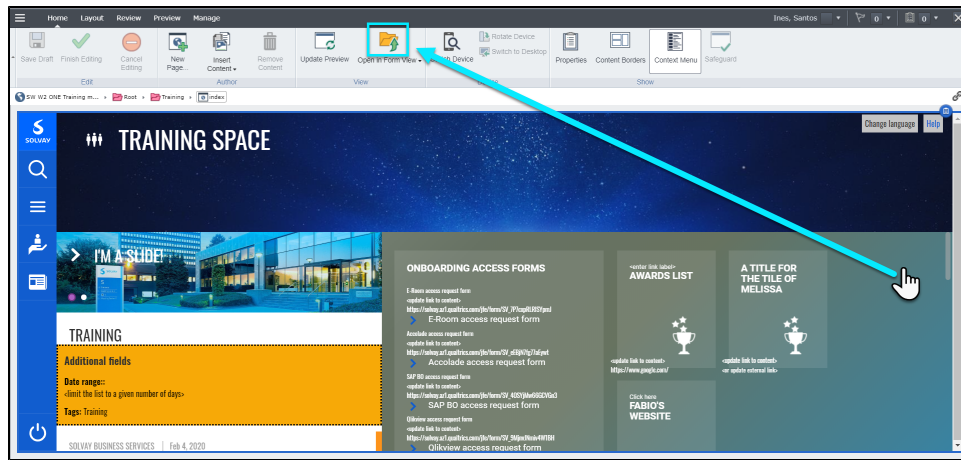
Tip

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

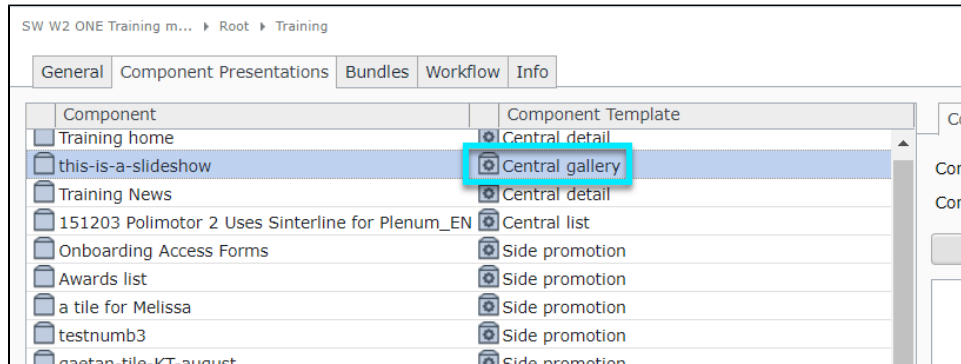
Step 1:
Find the
Slideshow
in
Staging

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

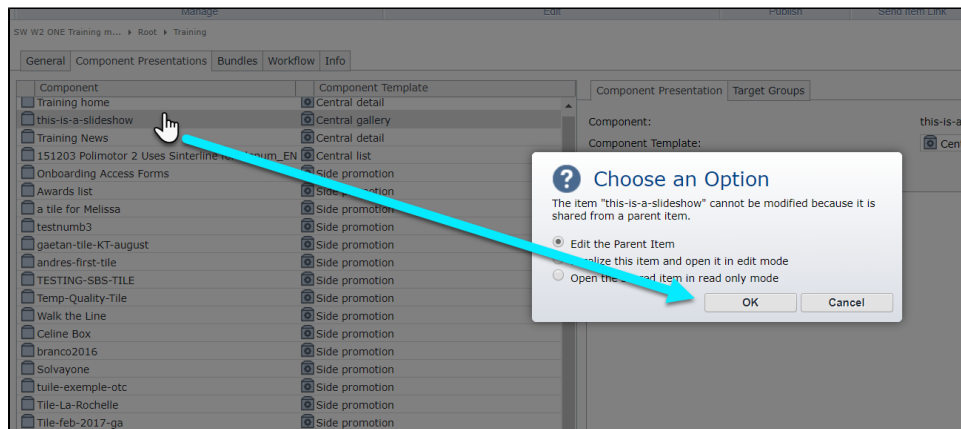


2 - Check in the "Component Presentations" tab for a component with the template "Central Gallery"



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.

SW C1 Master trainin... > Building Blocks > Component > 1 ONE > Training

General Source Bundles Workflow Info

* Name: this-is-a-slideshow

* Schema: Banner Slideshow

Component Content

Title:

1

* List:

this-is-slide-1

this-is-slide-2

2

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

Home Organize Workflow Format

Save Save and Close Save and New BluePrint Hierarchy Where Used Preview Compare History Check-in Check-out Undo Check-out Load from Disk Save to Disk Check Spelling Publishing Queue Publish Unpublish

SW C1 Master trainin... > Building Blocks > Component > 1 ONE > Training > 1 Banner

General Source Bundles Workflow Info

* Name: this-is-slide-2

Component Content

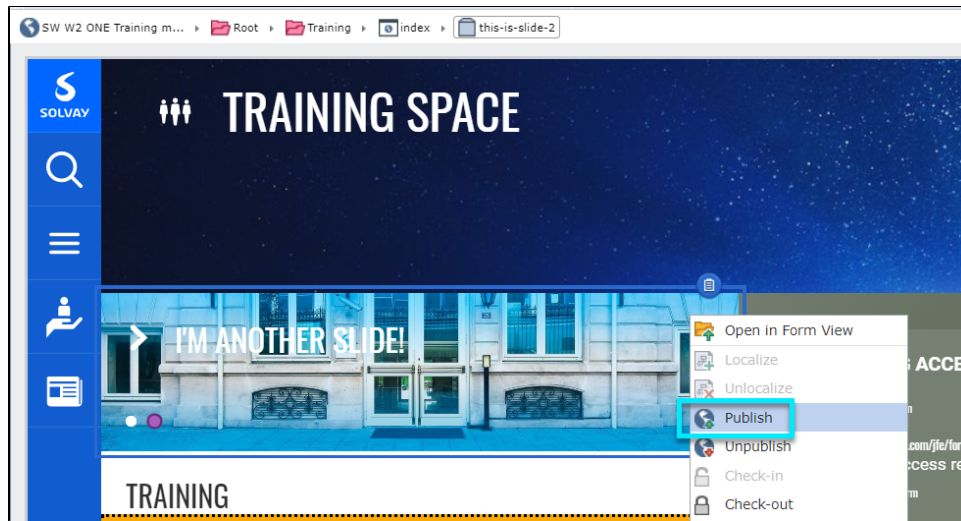
Title: I'm another slide!

Short description:

* Picture: Solvay France in Paris - thinner

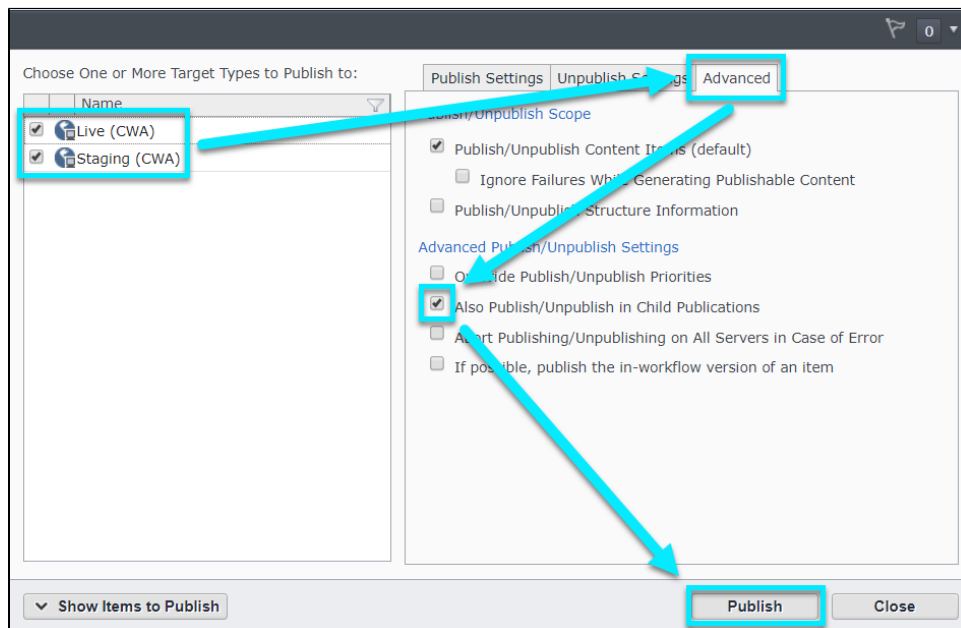
Step 3: Publish the changes

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



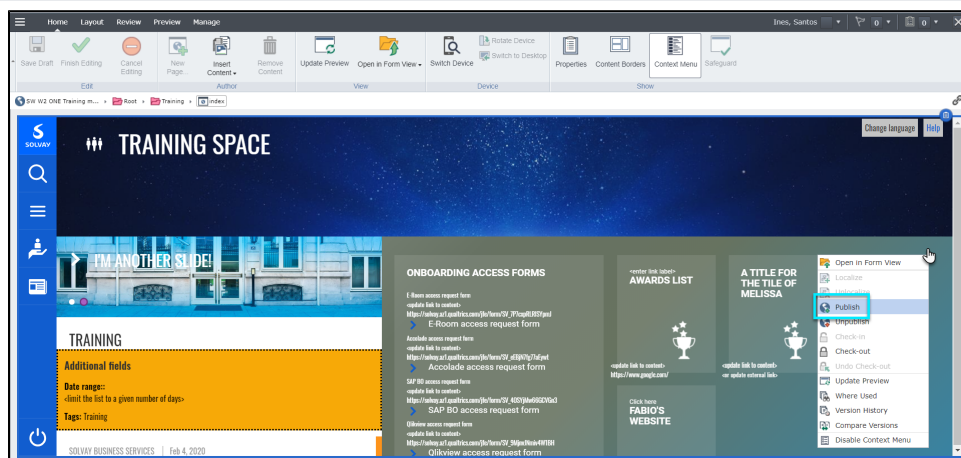
2 - Don't forget to publish Child Publications as well

! Always publish in Staging.



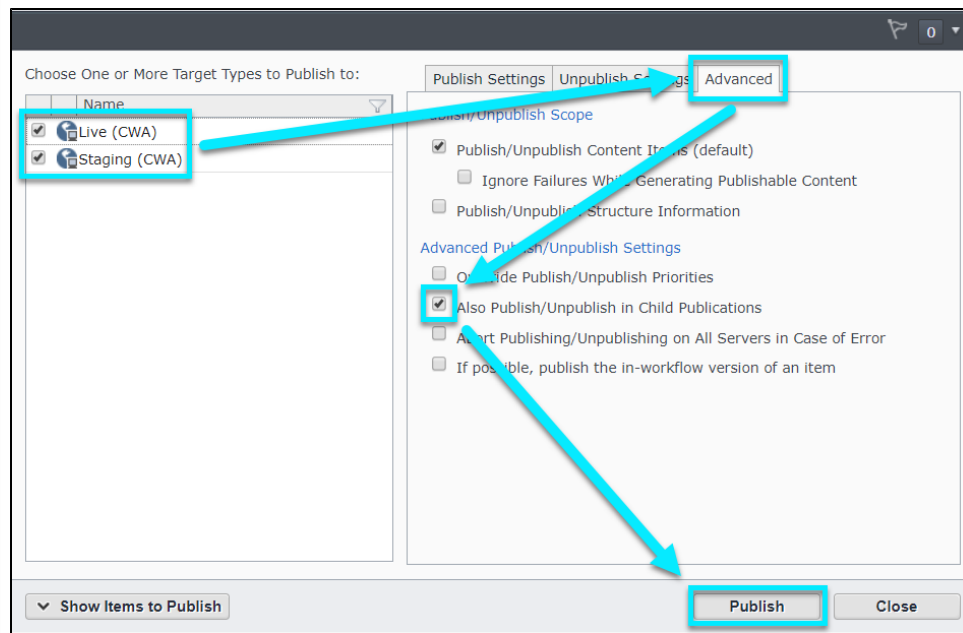
3 - Then do the same with the page:

- 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.

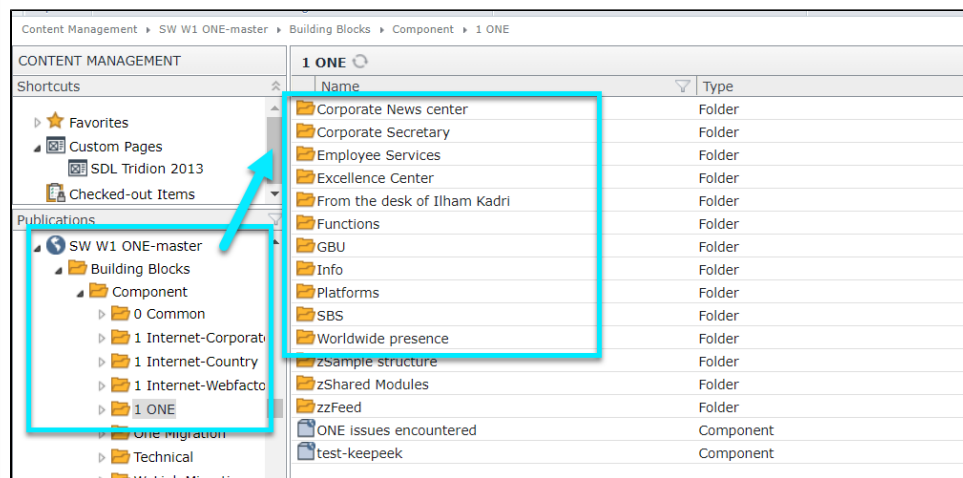


! Before proceeding you need to add your banner image in [KEEPEEK](#).

Step 1: Reach location

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

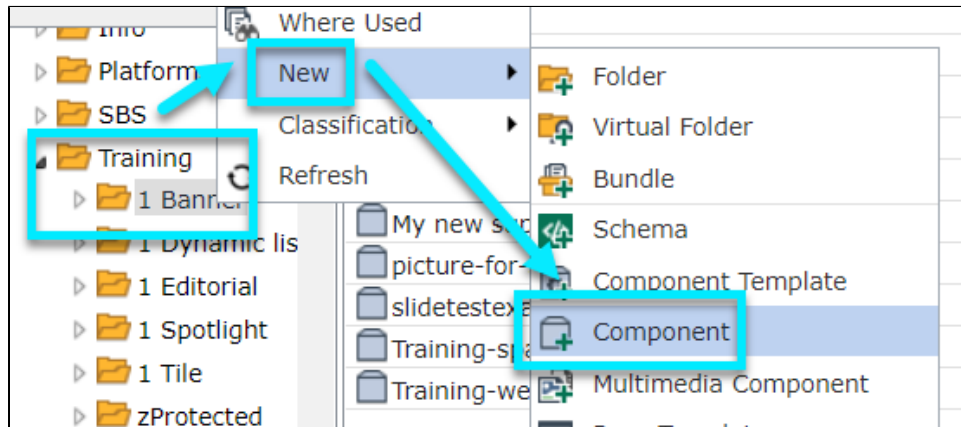
SW C1 Master-en\Building Blocks\Component\1 ONE\<entity name>\Banner



Step 2: Create new Banner Slide

1 - To create a new component:

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



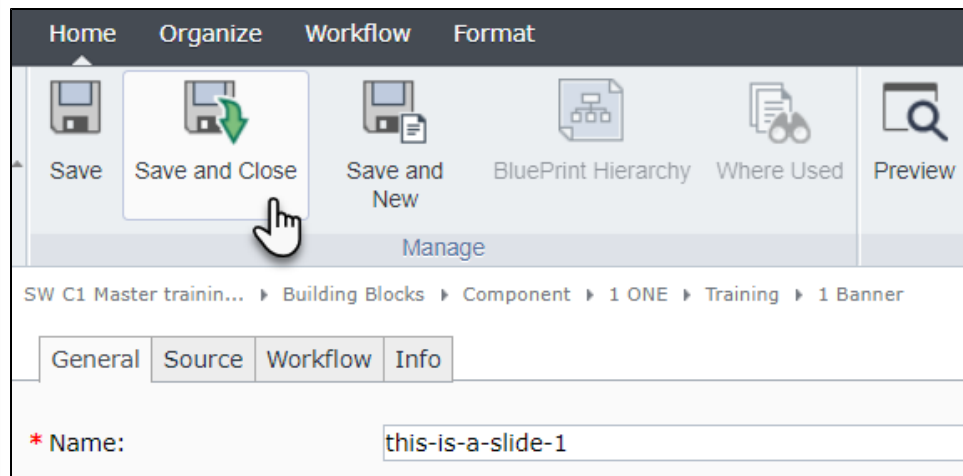
2 - Start adding information in the fields:

- ***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 [KEEP ECK](#)
- **Link:** Users can click the Banner and will be redirected to this link

A screenshot of a web form titled 'Component Content'. The form has several fields: 'Name' (with value 'this-is-slide-1'), 'Title' (with value 'I'm a slide'), 'Short description', 'Picture' (with a selected image from 'Solvay Bellarus'), 'Link' (with a value 'Link to findon page:'), 'External link' (with value 'https://staging.solvay.com/one/trainingmaster/training/index.html'), and 'keepack url:'. The form is part of a larger application window with tabs for 'General', 'Source', 'Bundles', 'Workflow', and 'Info'.

Click to enlarge image.

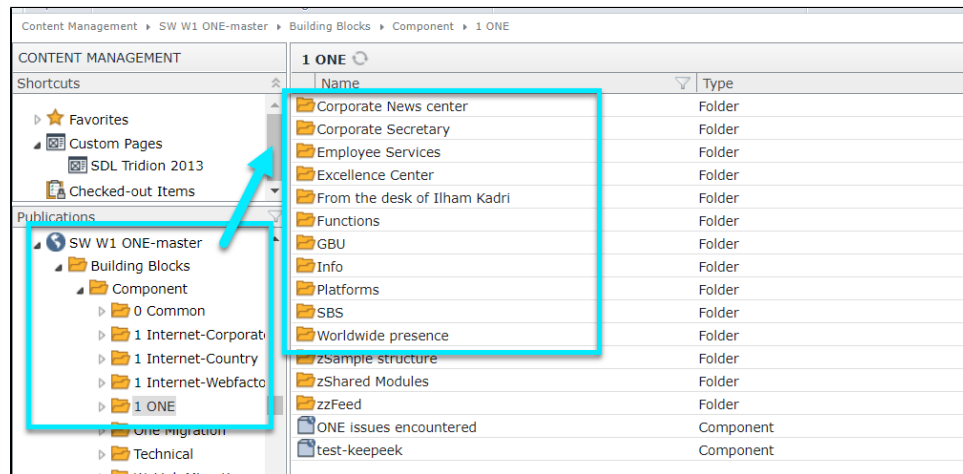
3 - Save the component by clicking on the Save and Close button in the ribbon toolbar.



Step 3: Publish the new Banner(s)

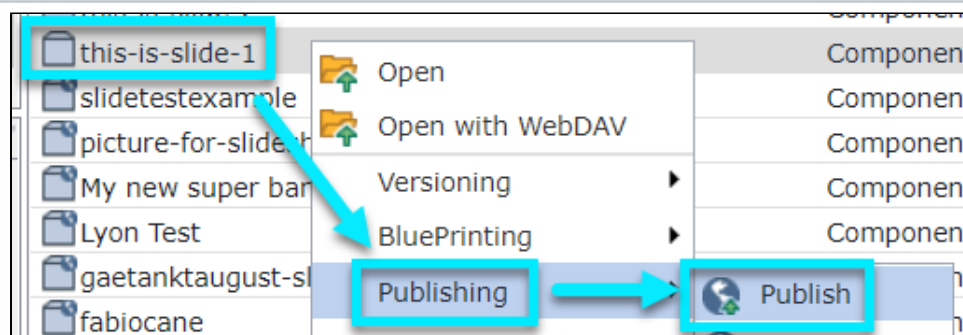
1 - According to your entity, go to the following location in Tridion Content Manager (Back office):

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



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

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



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

! Always publish in Staging.

The screenshot shows the 'Publish Settings' dialog box. On the left, under 'Choose One or More Target Types to Publish to:', the 'Live (CWA)' and 'Staging (CWA)' options are selected and highlighted with a red box. A red arrow points from this box to the 'Advanced' tab at the top right. Another red arrow points from the 'Advanced' tab to the 'Also Publish/Unpublish in Child Publications' checkbox, which is also checked and highlighted with a red box. A third red arrow points from this checkbox to the 'Publish' button at the bottom right, which is also highlighted with a red box. The 'Publish' button is located next to a 'Close' button. The 'Advanced' tab contains several settings, including 'Publish/Unpublish Scope' and 'Advanced Publish/Unpublish Settings'.

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](#)