

24: LIGHTBOX GALLERY

WELCOME TO THE LIGHTBOX GALLERY TRAINING ACTIVITY!

In this tutorial, you will learn how to use Moodle's Lightbox Gallery resource. Keep in mind the Lightbox Gallery may not be available on all Moodle servers.

This tutorial requires you to prepare a collection of images ahead of time. For training purposes, you may download the file named firefighter-tools.zip, which is available on the CareerTech website.

If you have not used a CareerTech Moodle Training tutorial before, view the [instructions](#) for using it as a self-paced tutorial or as a resource for classroom instruction.

Before taking this tutorial, you should have a Moodle user ID and a course site and be familiar with:

- Setting up a course in Moodle
- Adding an activity to a topic in your course
- Resizing images

To begin, select from the menu below or simply turn to the next page.

MENU OF TUTORIAL TOPICS

- [Introduction to Moodle Lightbox Gallery](#)
- [Prepare Your Images for Uploading](#)
- [Adding and Using a Lightbox Gallery](#)
- [Summary and Resources](#)

INTRODUCTION TO MOODLE LIGHTBOX GALLERY

The Moodle Lightbox Gallery allows instructors to display a private collection of photos or illustrations in a course site. The Lightbox Gallery is an easy way to share classroom or fieldtrip photos, or collections of images of things such as plants, kitchen gadgets, or hand tools for easy identification. This plugin also automatically creates thumbnails of uploaded images that, when clicked, display an enlarged version of the image.

PREPARE YOUR IMAGES FOR UPLOADING

Properly size your images before uploading them to the Lightbox Gallery in CareerTech’s Moodle learning management systems. If you do not own an image editing computer program (such as PhotoShop) or have a built-in image editor (such as Windows Paint), you can resize graphics and photos using a web-based image editor. These sites include:

- PicMonkey—<https://www.picmonkey.com>
- Pixlr Editor—<https://pixlr.com/editor/>
- Fotor—<http://www.fotor.com>

Many other online photo editors exist. Search the web for a tutorial for the photo editing you decide to use.

To prepare your images for bulk uploading into Lightbox Gallery, complete the following general steps.

Step	Action	Notes
1.	Create a new folder on your computer and place all of the photos in it that you wish to upload to a Lightbox Gallery.	
2.	Size your photos appropriately for use on the web. IMPORTANT: Do not upload images larger than 16 x 12 inches at 72 dpi, or approximately 1296 x 864 pixels into your CareerTech Moodle course site.	Large high-resolution photos can substantially increase the course size, needlessly use up server space, and cause problems when backing up and restoring your course site. Tip: If using PhotoShop, also saving photos with the JPG image options quality set at “8-High” will compress the file and reduce its size without noticeably affecting the image quality.

Step	Action	Notes
3.	Save each of your photos using the RGB color settings (not CMYK) in JPG or PNG format. Also, use the PNG format when uploading a graphic into Moodle that has a transparent background.	RGB is the setting used for images on the web. CMYK is used for separating colors for documents that will be printed. Note: Low-resolution graphics with indexed color can be saved as GIF files.
4.	Assign the images simple, identifiable names such as Hammer.jpg, instead of a file name such as 0000349r4ks-tool19a.jpg. The file name appears in the Lightbox Gallery as the caption.	Tip: Using a sensible file name from the beginning saves time.
5.	After ensuring all images have been properly saved for the web, zip the image folder in which your images are saved.	In Windows, while viewing your computer from Windows Explorer, zip the folder by right mouse-clicking on the icon of the folder and clicking Send to > Compressed (zipped) folder. This will create a new zipped folder containing your gallery images. Note: You can also create a zipped folder while in Lightbox Gallery.
6.	Remember the location where you saved the zipped folder.	

ADDING AND USING A LIGHTBOX GALLERY

VIDEO DEMONSTRATION:

Watch this 4-minute video to see a demonstration of completing this task.

<https://www.youtube.com/watch?v=nQScWhug-Oo>

NOTE: Video demonstrations were not created by Oklahoma CareerTech, and they may use a different version of Moodle. However, the steps are similar to the ones that you will use.

Lightbox Gallery

To add any new resource or activity in Moodle, you must first:

1. Go to your course page.
2. Turn editing on.

Follow these steps to add a Lightbox Gallery to your Moodle course:

Step	Action	Notes
1.	In the desired section or topic in your course site, click the “Add an activity or resources” link.	An “Add an activity or resources” link is located in each section of your course site.
2.	Click to choose “Lightbox Gallery” under the “Resources” heading, and click the “Add” button at the bottom of the list.	The “Adding a new Lightbox Gallery” settings page will appear.
3.	Section: General <i>Field: Name</i> Type in the name of your gallery.	This will be the link displayed that students will click on to access the gallery. For training purposes, type: Firefighter Tool Gallery
4.	Section: General <i>Field: Description</i> Type in a description of the gallery.	For training purposes, type: This gallery includes photos of commonly used firefighter tools.
5.	Section: Advanced <i>Fields: Images per page, Images per row, Display full caption, Caption position</i> The Advanced section includes many important settings, such as how many images to display on the page, number of images per row, caption information, and size of the photos.	For training purposes, select the following settings: <i>Images per page:</i> Show all <i>Images per row:</i> 3 <i>Display full caption:</i> No <i>Caption position:</i> Bottom Note: Only display the caption if you have selected meaningful file names for your images.

Step	Action	Notes
6.	<p>Section: Advanced <i>Fields: Automatically resize and Resize (upload)</i></p> <p>If you desire, you can specify the way in which Lightbox Gallery resizes photos. Unchecking the “Disable” box allows for the following:</p> <ul style="list-style-type: none"> • When selecting the “Screen” setting, images larger than the user’s screen will be scaled down to fit inside the screen. • When using the “Upload” setting, images will be resized to dimensions specified when loading them through the ‘Add image’ option. 	<p>IMPORTANT: Remember to resize any excessively large images before uploading them to Moodle.</p> <p>For training purposes, leave the “Disable” box checked.</p> <p>Note: You can try any of the options. Sometimes the images themselves dictate size and open in the full screen.</p>
7.	<p>Section: Advanced <i>Fields: Allow comments, Make public, Allow RSS feeds, and Show extended image info</i></p>	For this activity, leave these settings at the default (No).
8.	<p>Section: Common module settings <i>Field: Visible</i></p>	This setting allows you to show or hide the Lightbox Gallery from your students. For this training activity, leave the setting at the default (Show).
9.	<p>Section: Common module settings <i>Field: ID number</i></p>	Using an ID number provides a way for tracking student access of the Lightbox Gallery in the gradebook. For this training activity, leave the ID number field blank.
10.	Adjust the Restrict access and Activity completion settings, if you choose.	For this activity, leave these setting at the default.
11.	Click the Save and display button at the bottom of the page.	This reveals a “Showing gallery” page, with a link to add images to the gallery.
12.	On the “Showing gallery” page, click the “Add images” link.	

Step	Action	Notes
13.	Lightbox Gallery allows you to upload many images at one time if they are zipped in a folder. Click the “Choose a file...” button and select the firefighter-tools.zip file (or a zipped file you have created using properly sized photos). You may also drag the file from your computer desktop to the box on the “Add images” page in Moodle.	Note: Only type something in the “Save as” box if you wish to change the name of the file you are uploading. Saving the file with hyphens or underscores instead of spaces in the file name helps avoid unexpected characters from appearing in the file name after it is uploaded.
14.	If using the firefighter-tools.zip folder, choose “Public domain” from the “Choose license” dropdown menu. When uploading images that you own, type in your name as the author.	IMPORTANT: If uploading images owned by a third party, ask permission before using them. Do not use copyrighted images without written permission.
15.	Click the “Upload this file” button.	The name of the zip file should now appear in the “Add images” box.
16.	Click the “Add images” button.	The page displaying thumbnails of the uploaded images should display.

Lightbox Gallery also allows users to upload images one at a time. When creating an image gallery with numerous photos, bulk loading images is much more efficient. You can create a zipped folder while in the Lightbox Gallery by selecting the files and sending them to a zipped folder.

Note: The default settings in the Moodle Lightbox Gallery typically do not allow students to upload images.

SUMMARY AND RESOURCES

This tutorial provided the steps needed to create a Lightbox Gallery in Moodle. To learn more about this topic, visit:

- https://docs.moodle.org/33/en/Lightbox_Gallery

HOW TO USE THIS TUTORIAL:

This tutorial can be used as a self-paced lesson or as a lesson plan in a classroom setting.

- ***As a self-paced lesson.***

If this is a completely new skill for you, work through the tutorial from beginning to end. However, if you have some prior experience with the topic, use the menu hyperlinks on page one to jump to a topic that you want to learn.

Most topics include hyperlinks to video demonstrations. While the videos are useful, you don't have to watch them. All the information that you need is listed in the tutorial text and step instructions.

Use the exercises at the end of the tutorial to practice the skill. This will help to correct any misunderstandings or mistakes before you use the skill in your classroom.

- ***As a lesson-plan for a classroom.***

When teaching this skill in a classroom, use the tutorial for:

- ✓ **Motivation**—Use the tutorial introduction as a springboard for a deeper exploration of how instructors might use this functionality in their classrooms. Encourage discussion and contributions from your students.
- ✓ **Demonstration**—Once your learners understand the purpose and pedagogical value of the functionality, demonstrate the steps of the relevant tasks as listed in the tutorial, using your computer and an overhead projector.
- ✓ **Practice**—Use the tutorial example as a basis for student practice. Assist as necessary.
- ✓ **Reference**—Encourage learners to use the tutorial post-session as a reference when using the functionality.

Return to the tutorial [main menu](#).

We would appreciate feedback on this tutorial! Please send comments or suggestions to:

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