How to Create a Slideshow Information Box on the Orbit Screen

Summary

A “slideshow” information box is a space saving way to display a number of messages, information or promotions you wish to let your borrowers know about. Each “slide” can be set to change to the next after a pre-determined length of time, for example, after 15 seconds and they can be set to display in a particular order. Using the slideshow feature reduces the need to use an individual information box, for each piece of information or promotion you want displayed in Orbit, to just one.

This guide will provide the steps required to create a slideshow information box. Separate guides provide the steps required to create a simple information box, a carousel, embed a video in an information box and set an information box as an RSS feeder.

Parameter

Parameter No. 4226 Slideshow Rotation Speed should be completed. This is the parameter in which you enter the number of seconds that will pass before the next slide in the sequence displays. By default 3 is set in this parameter but you can change it to a different number of seconds if you want more time before the next slide displays in the information box. Parameters can only be edited by a User with applicable User Privilege operations.

Create a Slideshow

A “slideshow” is created by using adding a series of Information Boxes which are “overlaid”. They are overlaid by using the same Row and Column number for each box that is created and setting it as a Slideshow.

1. In the Orbit screen, click on the Add information box button.
Note: If your library organisation includes more than one library, a View another branch button will display to the left of the Add information box button.

2. The Add Information Box screen will display.

3. Complete the Banner field. Note that if this field is not completed the box will only display on the Orbit screen for library staff users.

   **Banner:**
   
   Library Activities for September

   Enter the heading for this information box. If this is left blank, the entire box will be hidden.

   **Tip:**
   A box without the Banner field completed will display, with a Restore link, for library staff with the applicable edit privilege operation.

4. Complete the Title field. This is not a mandatory field.
5. In the Text box enter the information you wish to let the borrowers know about.

   ![Text box example]

   **TIP:**
   The text box includes options to change the font style, size and colour which can help to attract the attention of borrowers using Orbit.

6. Scroll down to the Slideshow field and click in the radio button next to Yes. By default the No radio button is activated.

   ![Slideshow radio buttons]

7. In the Slide Order field, enter the number which determines the order in which the information box is to display in the slideshow. As the lowest value will display first in the ‘slideshow’, and this is the first box being created, 1 is entered.

   ![Slide Order field example]

   Where the slideshow Information Box is located in the Orbit screen will depend on the number you enter in the Column and Row fields. If for example you want it to be the first column on the left handside of the screen then you would enter 1 for example.

8. As the slideshow box is to be in the second column, on the Orbit screen, 2 is entered in the Column field.
9. As slideshow box is to be positioned in the first “row” of the second column, 1 is entered in the Row field.

<table>
<thead>
<tr>
<th>Column:</th>
<th>Enter the horizontal position of this information box in the Library Home page table.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Row:</td>
<td>Enter the vertical position of this information box in the Library Home page table.</td>
</tr>
</tbody>
</table>

10. Click the Save button.

11. You will be returned to the Orbit screen where the first slide in the Slideshow Information Box you just saved will display.

You can create as many Information Box “slides” as you like. To create the next one:

12. Click on the Add information box button again.

13. Repeat steps 4-12 to create the next Information Box “slide”.

The Banner, Title, Text and Slide Order fields for each information box you create will have different information.
The details in the other fields **should be the same**, that is:

- The **Yes** radio button is selected in the **Slideshow** field
- 2 entered in the **Column** field and
- 1 entered in the **Row** field.

Remember to **Save** each slide box you create.
Once you have created more than one “slide” box, the numbers in squares at the bottom of the information box lets you know many there are so far and a Pause/Resume button will also become available.

**The Slideshow Information Box**

Once you have created all your “slideshow” the numbers at the bottom of the box will identify the total number of all slides. In the screen example below there are 3 numbered buttons identifying that four “slide” information boxes have been created for the “slideshow”.

The number that is highlighted identifies which of the “slides” is currently showing. In the example below the button numbered 1 is highlighted.

After the prescribed number of seconds the third in the slide order will display and the button numbered 2 will be highlighted.

To stop the “slideshow” click the Pause button.

The name of the button will change to Resume. Click it to resume the “slideshow”.

<table>
<thead>
<tr>
<th>Library Activities for September</th>
<th>Edit</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fun activities for students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 12th 2.30 pm - 3.30 pm - Creating your own avatars for your My Library screen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 19th - 2.30 pm - 3.30 pm - How to use the 3D printer to make your own art box</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 26th - 2.30 pm - 3.30 pm - Library helpers afternoon tea</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>