



# Adding an Album to Image Gallery

Archived

## Introduction

You have the ability to create albums within Image Gallery to store groups of images. When images are added through the front end they are able to be placed within these albums.

## Adding an album

To add an album you will need to go to:

Starting from Claromentis 8.3 user with permission (set in admin panel) can create an album from the front-end

### Admin > Image Gallery

Within the application you will see any existing albums. To add an album you will need to click on the 'Add album' button in the top right corner.



Once this has been clicked on you will be presented with the following screen:



You will need to work your way through the list, filling in the details:

**Title** - A title for the album

**Description** - A brief description of what will be contained within the album

**Metadata set** - The metadata that will be associated with the album

**Info to display...** - What information is displayed within the list of images

**Permissions** - You can then set permissions for the album, ranging from which users can view the album, add/edit/delete images and manage the album tags and image collections.

---

Last modified on 9 November 2022 by Veronica Kim

Created on 28 April 2014 by Mike Leggatt

Tags: album, user guide, image gallery