Open Studios User Guide

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1. Navigation Bar and Sub-navigation Bar Features

- The Open Studios site has a navigation bar with three options:
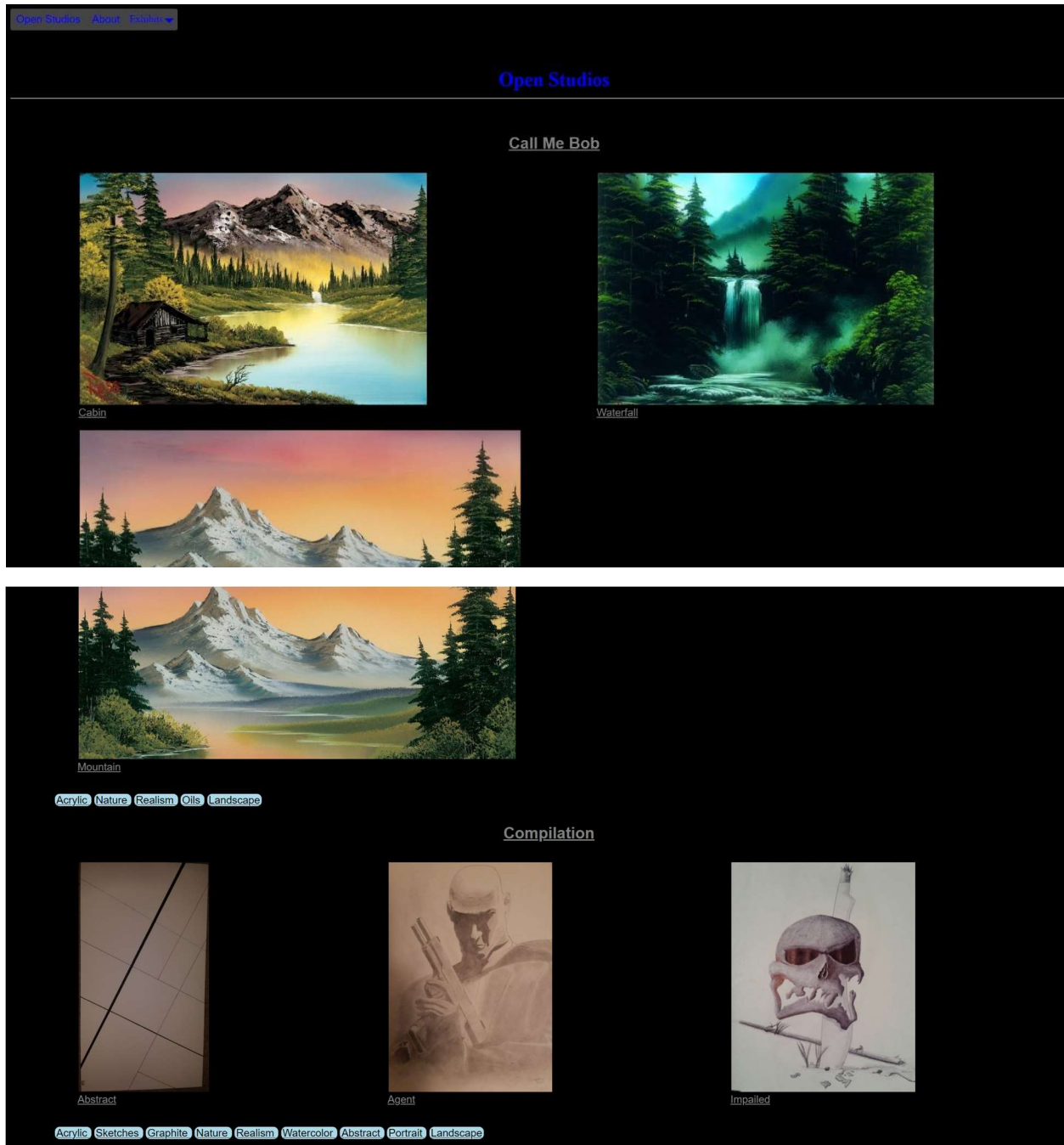
Open Studios   About   Exhibits ▼

- o **Open Studios** links to the home page
- o **About** links to the about page
- o **Exhibits** provides a sub-navigation bar with three more options:

Open Studios   About   Exhibits ▼
Create   Featured   Upcoming

- ▪ **Create** links to the create exhibit form
- ▪ **Featured** links to the featured exhibit page
- ▪ **Upcoming** links to the upcoming exhibits page

2. Open Studios Home Page

- The Open Studios home page contains a sample of the works for the featured exhibit and the exhibit that will be featured next.
    - Click on the featured exhibit (first exhibit displayed) to link to the featured page.
    - Click on the coming featured exhibit (second exhibit displayed) to link to the upcoming exhibits page.

3. About Page

- The Open Studios about page contains information about us:
  - The motivation and creation for our site.
  - Background on the Justice Through Code program for which this web application was created
  - Contributor info:
    - Names, Github links, & LinkedIn links
  - Social Media links:
    - Facebook, Instagram, & Twitter
  - Our email address to contact us

4. Featured Page

- The Open Studios featured page displays the current featured exhibit.
- Contents:
  - Exhibit name, a description of the exhibit, the artist's name, a bio on the artist, all of the works added by the artist, and visitor comments.

Features:

- The ability for visitors to submit new comments.

o Clicking on each image links to an individual image page to view the at a larger scale
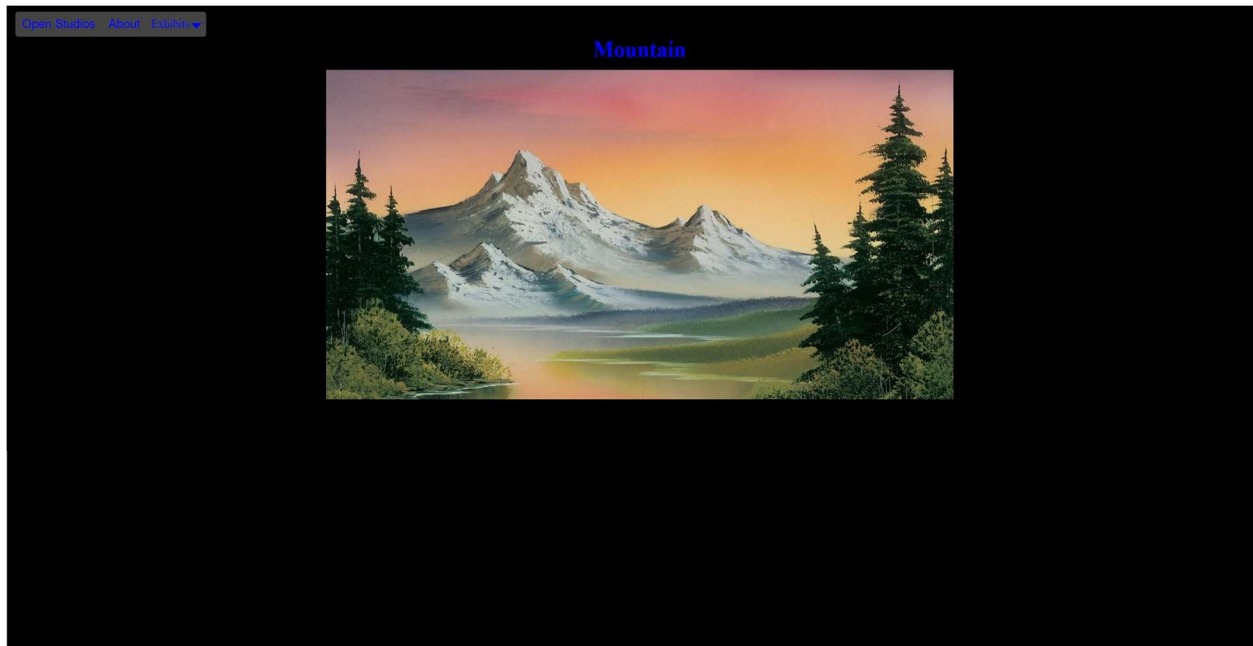
■ Hovering over the image on this page increases its size to view it in greater detail.
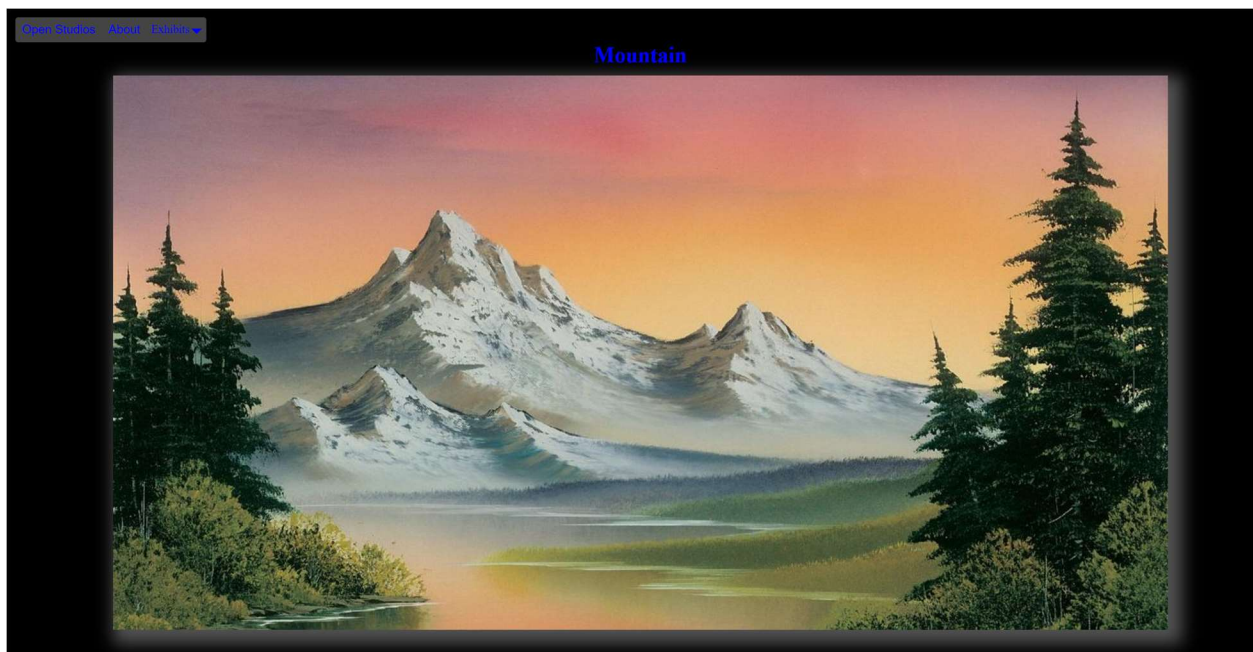
5. Upcoming Page

- The Open Studios upcoming page displays each upcoming exhibit that has been created.

- Hovering over a card for an upcoming exhibit highlights it.
  - Click on the exhibit card to link to the edit form for the chosen exhibit to make changes to or delete the exhibit.

6. Edit Form

- The Open Studios edit form page is accessed by clicking on the desired exhibit in the upcoming page (the featured exhibit cannot be edited or deleted).
- This form displays with all content of the exhibit prefilled for editing and deletion.
  - To choose more than one Tag option, hold down the ctrl or command button while clicking on your Tag choices.

- Editing options:

  - **Save** – to save changes
  - **Delete**- to delete the exhibit
  - **Add Image** – links to an image form
- Image form options:
  - **Add Image** links to the image form where a new image can be created.
  - Clicking on an existing image links to the image form where it can be edited or deleted.
  - The image form includes a **featured** option to choose which images (up to a maximum of four) will be displayed on the featured and upcoming pages.
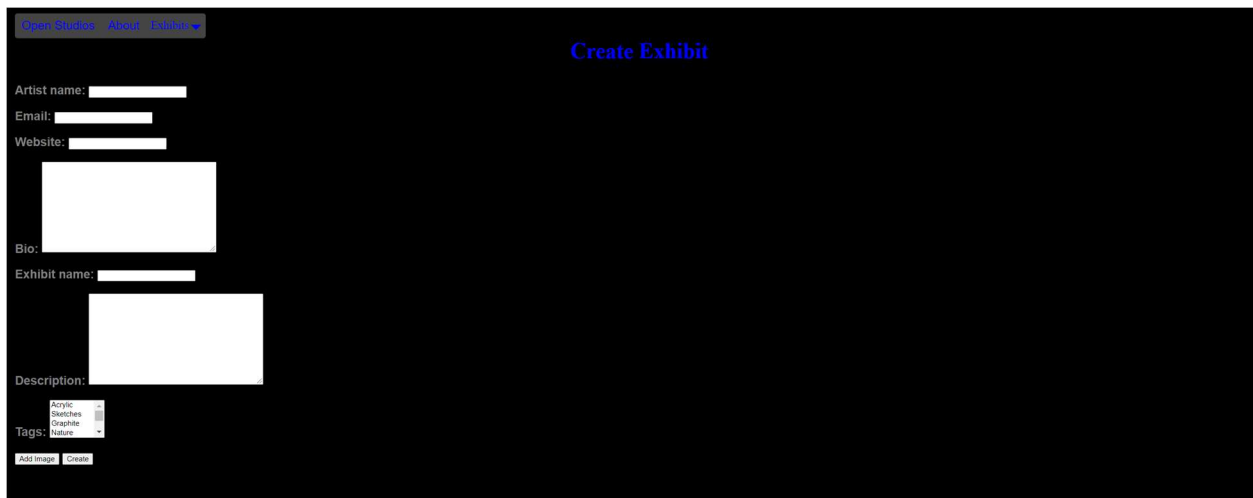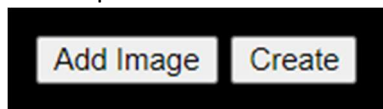
7. Create Form

- The Open Studios create form page provides the same form as the edit form page, but provides a blank form for creating a new exhibit and adding images to it.
    - To choose more than one Tag option, hold down the ctrl or command button while clicking on your Tag choices.

- Create options:

    - **Create** – to save changes
    - **Add Image** – links to an image form
- Image form options:
    - **Add Image** links to the image form where a new image can be created.
    - Clicking on an existing image links to the image form where it can be edited or deleted.
    - The image form includes a **featured** option to choose which images (up to a maximum of four) will be displayed on the featured and upcoming pages.