

WEB

website editing basics

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Topics: Images & Videos

IMAGES

What size are the image banners used on a basic page?	735px by 169px 735px by 242 px
What size are the image banners used on a page with no left-navigation?	1024px by 235px
Are there ready-made banners available?	Yes. Go to Image Library, choose banner from folder title: BANNERS FOR GCC SITE
Can I use any images on my webpage?	Please make sure the image is not copyrighted. First choice images should be GCC photos. If photos include students, a GCC photo release agreement is required. Authorization for Use of Photo form Stock images: Pls make sure image is not copyrighted. Do not to use clip-art.
Image Size	To make sure your images are web optimized, please resize them to the desired size before uploading them to Image Library.

VIDEOS

Can I embed a video on my webpage?	Yes. Use Insert External Video icon OR The host site for your video should have an embed code available. Copy it then paste on the html section of your page.
What do I need to know about videos?	Videos must have captions.