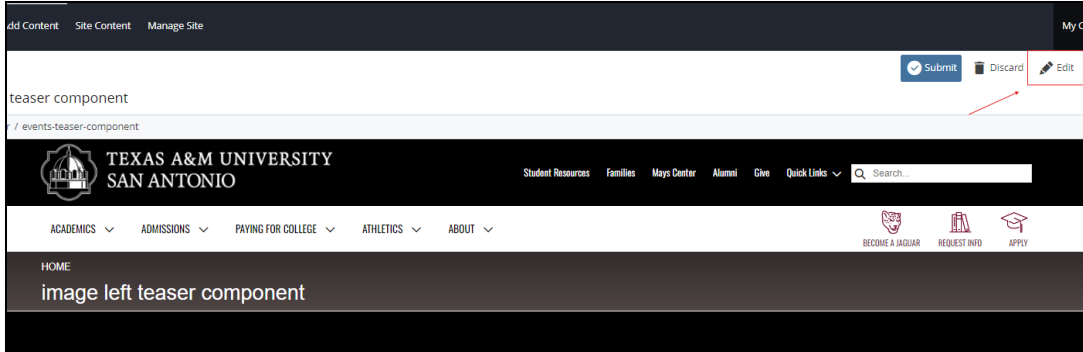


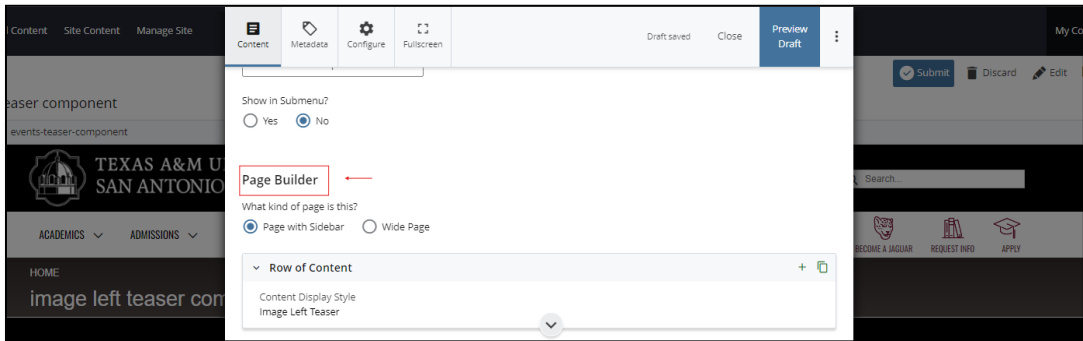
# Image Left Teaser Component

This document will explain how to use the “Image Left Teaser Component”.

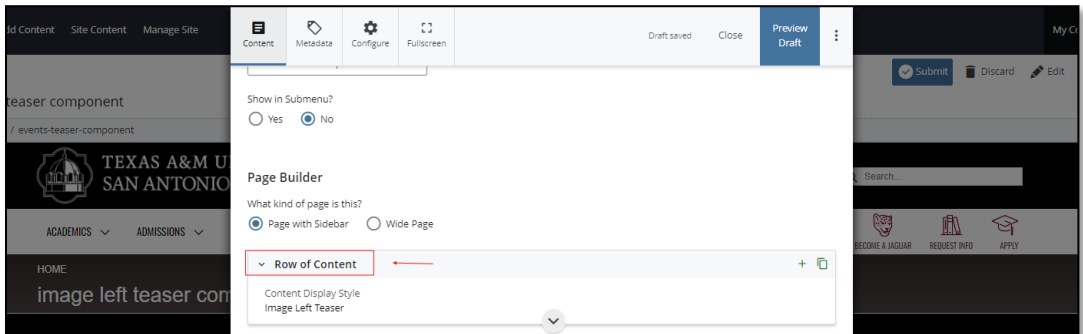
1. Click the “Edit” button at the top right of the screen. (screenshot below)



2. Navigate to “Page Builder” section, under “Show in submenu?”. (screenshot below)

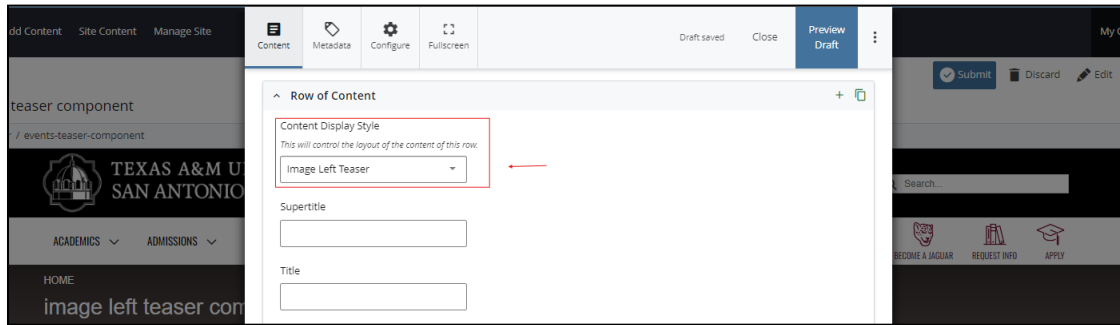


3. Open the “Row of Content” block by clicking the arrow to the left of the “Row of Content” title. (screenshot below)

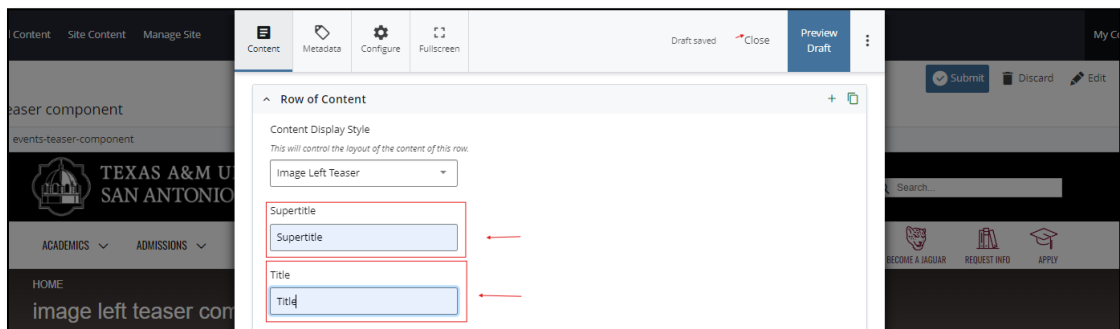


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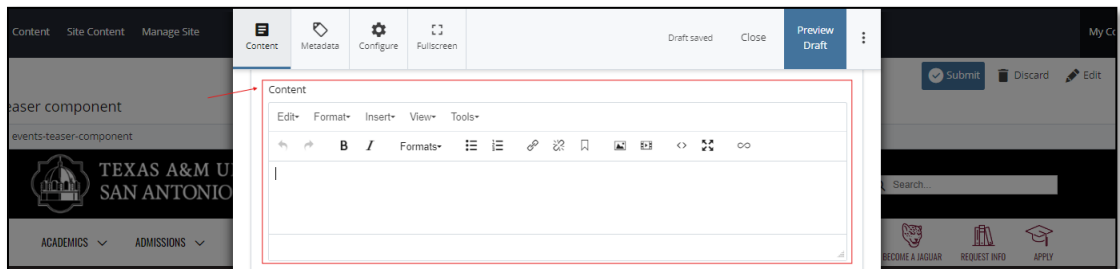
4. Open the **“Content Display Style”** dropdown menu and select the **“Image Left Teaser”** option. (screenshot below)



5. Fill out the **“Supertitle”** and/or **“Title”** entry. (screenshot below)



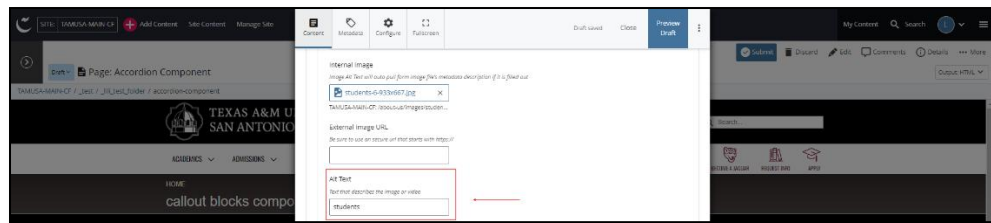
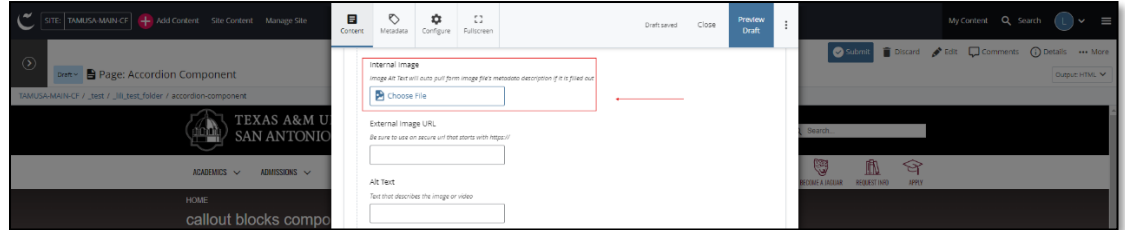
6. Fill out the **“Content”** entry. (screenshot below)



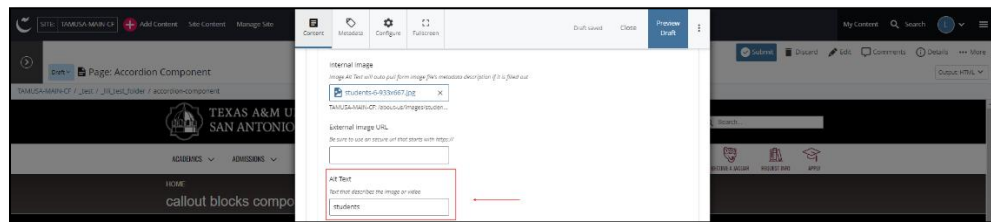
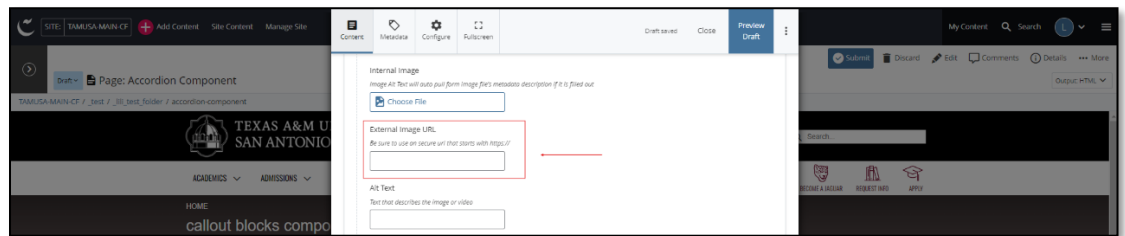
- a. This block has a formatting tool (WYSIWYG) to edit the content in the content block. WYSIWYGs will be explained in another video.

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7. Scroll down to **“Internal Image”**. (If you *did not* upload your image into Cascade please move on to “8”) Click on the **“Choose File”** entry and choose the image you would like to add. Finally, ensure the internal image contains **“Alt Text”**. (screenshot below)
- a. Please ensure any images uploaded into Cascade are within an **“Image”** folder.
  - b. Adding internal images is optional.

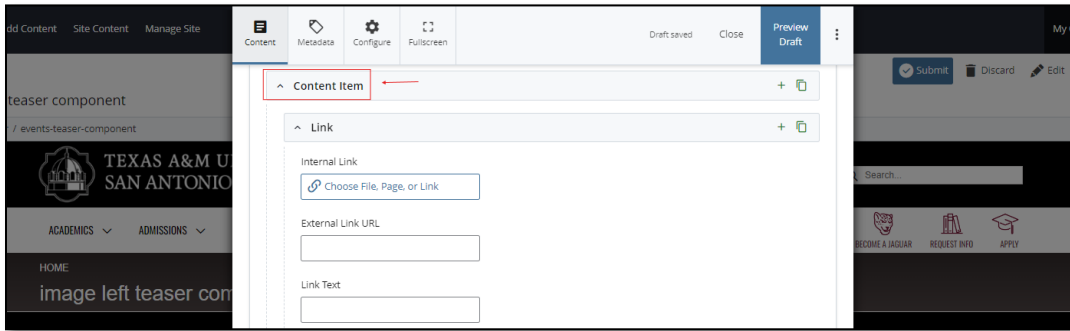


8. Click on the **“External Image”** entry and enter the URL image address. Finally, ensure the external image contains **“Alt Text”**. (screenshot below)
- a. Adding external images is optional.



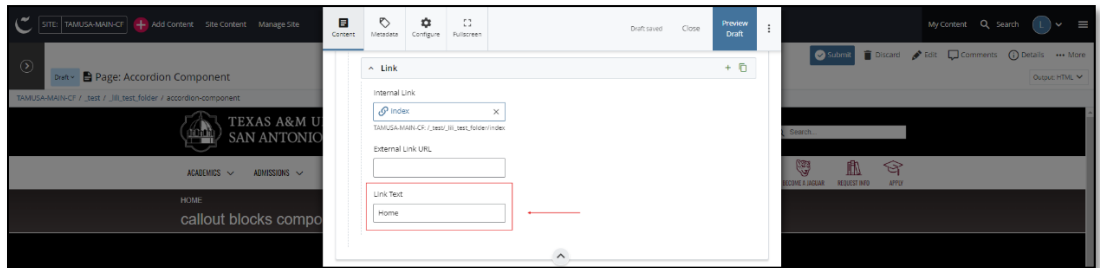
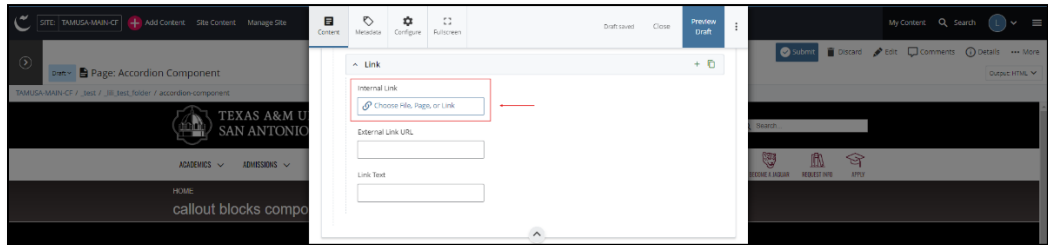
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9. Scroll down and expand the “Content Item” block, by clicking the arrow to the left of the “Content Item” title. After expanding the “Content Item” block, you should see a “Link” block inside the “Content Item” block. (screenshot below)



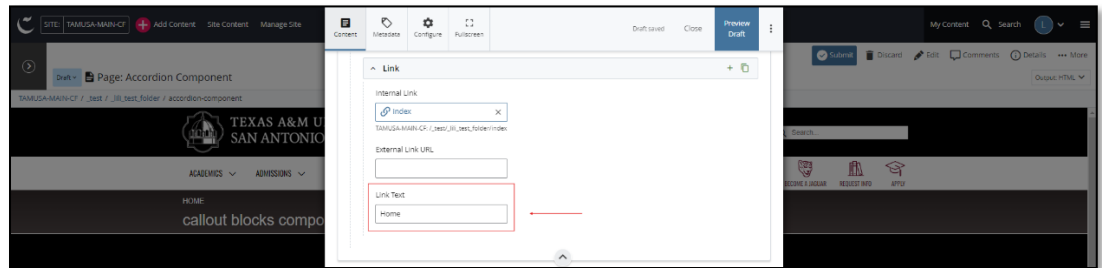
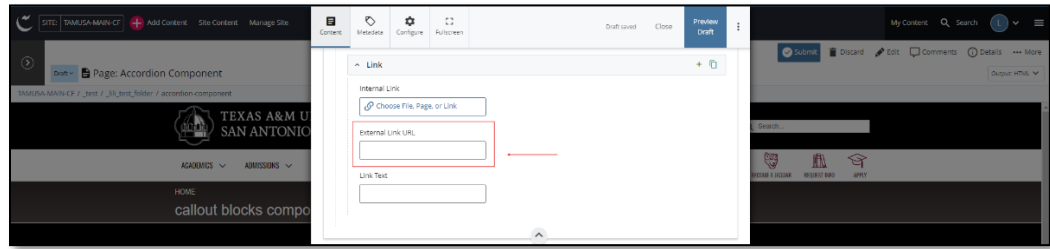
10. Scroll down to “Internal Link”. (If you did not upload a link into Cascade please move on to “11”) Click on the “Choose Files, Page, or Link” entry and choose the file, page, or link you would like to add. Finally, locate the “Link Text” entry and give your internal link a title. (screenshot below)

- a. Please ensure any links uploaded into Cascade are within an “\_links” folder.
- b. Adding an internal link is optional.

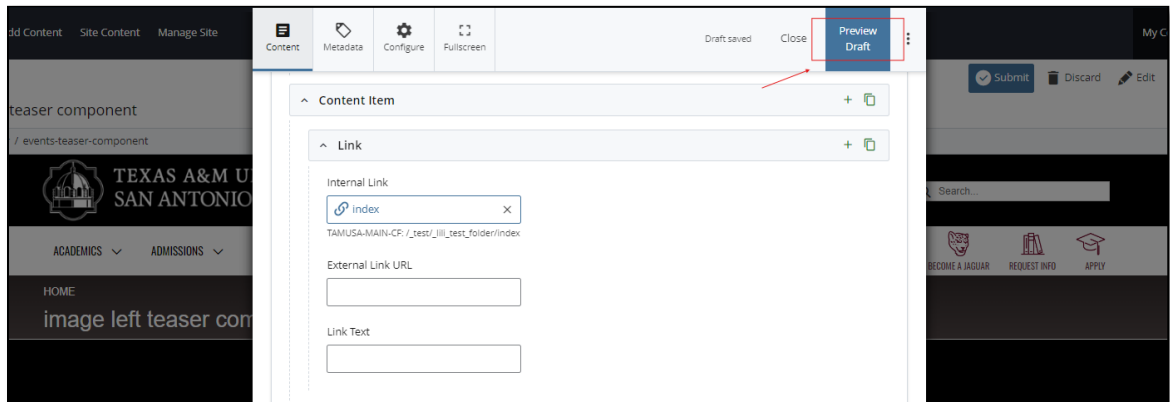


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11. Click on the **“External Link”** entry and enter the URL address. Finally, locate the **“Link Text”** entry and give your external link a title. (screenshot below)
- a. *Adding an external link is optional.*

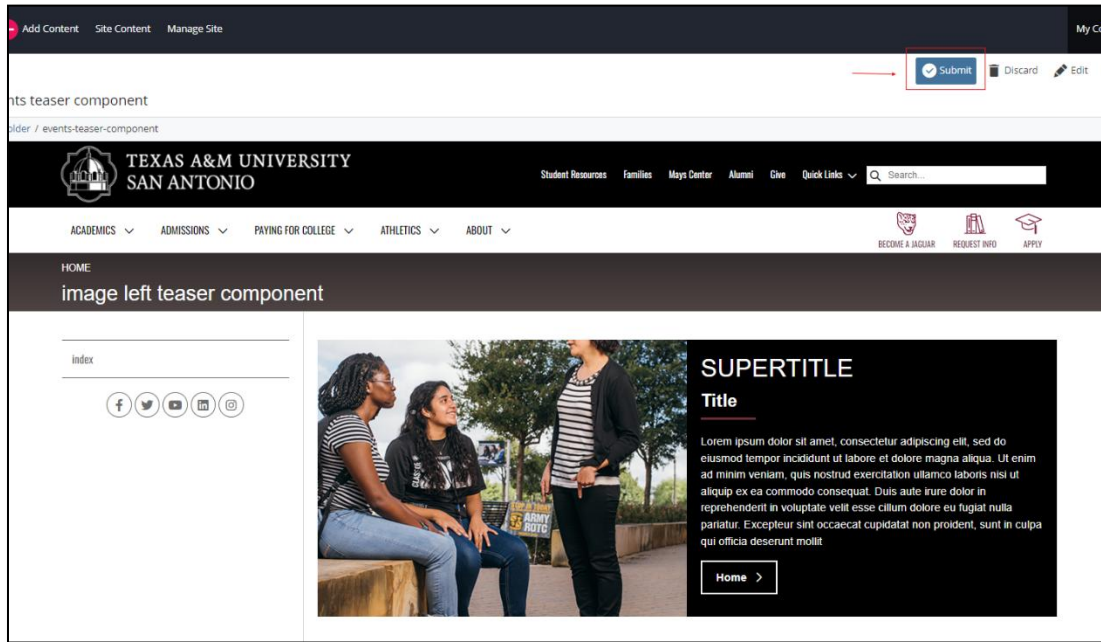


12. After making edits, click on the blue **“Preview Draft”** button at the top right corner. (screenshot below)



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13. Once you are satisfied, click on the blue **“Submit”** button, otherwise click on the **“Edit”** button if you would like to continue making changes. (screenshot below)



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## **Practical Applications for Image Left Teaser**

The image left teaser component and the “image alternating teaser” component are similar in that both pair images with text to create a visually engaging layout. However, the image left component keeps all images fixed on the left side and text on the right, creating a more consistent and structured design. This distinction makes the image left component ideal for uniform content.

Below is a list of examples we can use the image left teaser component for.

- Academic Programs
- Campus Life
- Study Abroad Programs
- Historical Milestones
- Athletic Championships
- Research Initiatives