

KNOWLEDGE BASE ARTICLE

Announcements Carousel: Complete Feature Overview of the SharePoint Web Part



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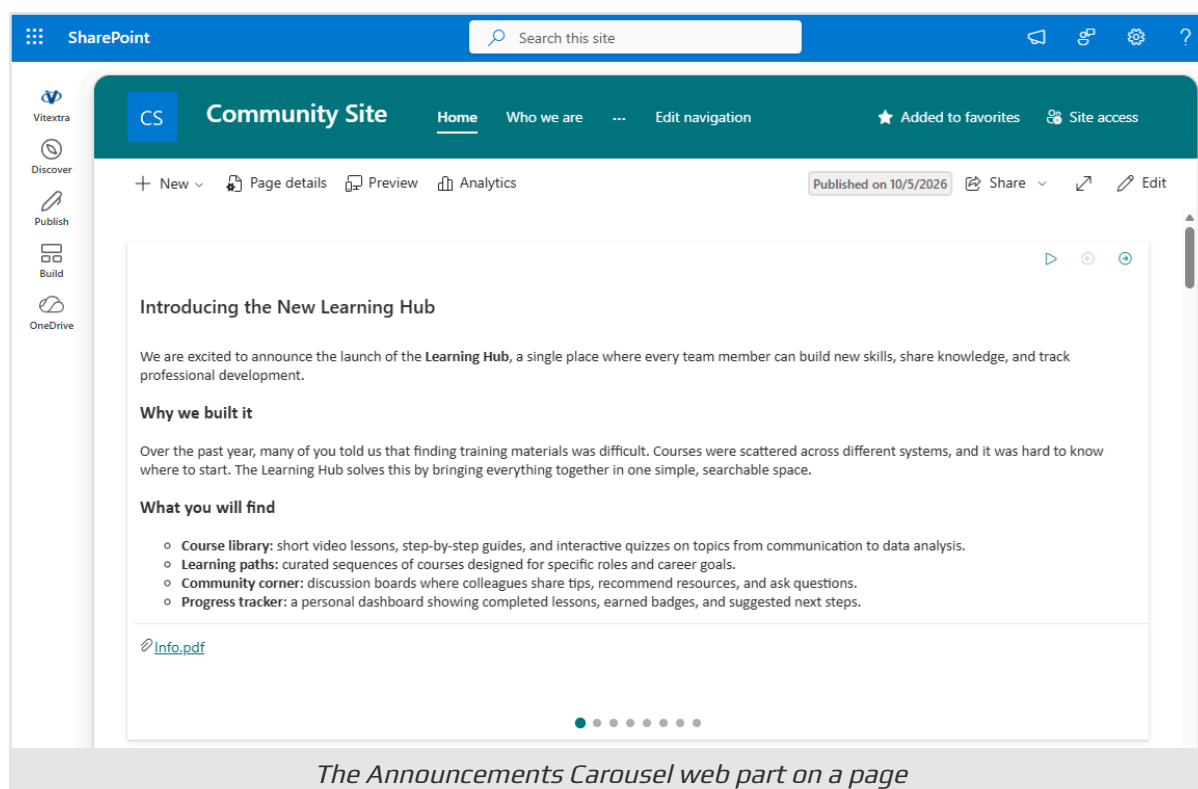
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Introduction

Timely announcements are the backbone of internal communication. The [Announcements Carousel](#) web part brings important news and updates to your SharePoint home page as a compact, eye-catching carousel. This article describes the product and all of its features in detail; if you are just getting started, read [KB10208. Announcements Carousel: Getting Started](#) first.

Overview

Announcements Carousel displays items from a native SharePoint announcements list as a set of cards that visitors can browse. The web part is built on the **SharePoint Framework** (SPFx) and is fully compatible with modern SharePoint Online sites.



Note

The web part does not require any API permissions — it retrieves data through the built-in SharePoint **REST API** on behalf of the current user.

Data Source: Native SharePoint Lists

The web part works with standard SharePoint announcements lists. When you add it to a page, you can select an existing list or create a new one in a single click.

This lets you reuse the data you already have and avoid duplicating it.

Not Configured



The web part needs a list to store the data. Please type in the list name to create a new one or select the existing list.

Data Source

☒ New List

☐ Existing List

List name *

Create

Selecting or creating an announcements list

All announcements are managed in the standard Microsoft Lists app: the title, rich text body, attachments and expiration date are set with familiar SharePoint tools. This also means list permissions and Power Automate automation are available out of the box.

Tip

Because the data is stored in Microsoft Lists, you can build Power Automate flows — for example, to send notifications whenever a new announcement is added. For details on creating and configuring the list, see [KB10208. Announcements Carousel: Getting Started](#).

Displaying Announcements

The web part supports two layout modes, selected with the **Layout** option:

- **Carousel** — one card at a time with navigation controls. Ideal for a home page where space matters.
- **Stacked** — all announcements are shown as a continuous vertical list of cards. Useful when readers should see everything at once without paging.

In Carousel mode, two transition styles are available (the **Transition** option): **Slide**, where cards move horizontally, and **Fade**, where they cross-fade smoothly.

Web Part Title

Introducing the New Learning Hub

We are excited to announce the launch of the **Learning Hub**, a single place where every team member can build new skills, share knowledge, and track professional development.

Why we built it

Over the past year, many of you told us that finding training materials was difficult. Courses were scattered across different systems, and it was hard to know where to start. The Learning Hub solves this by bringing everything together in one simple, searchable space.

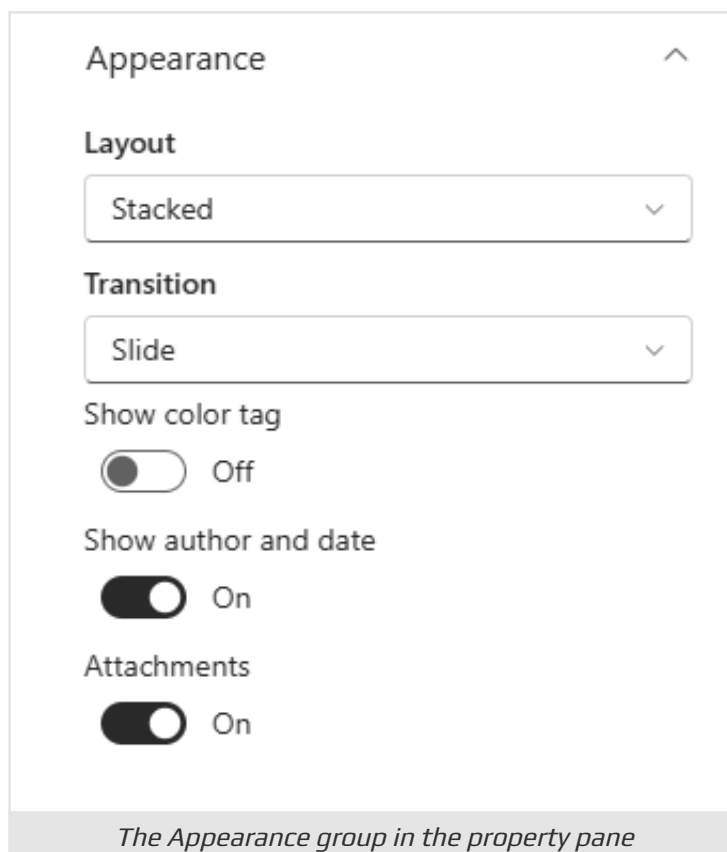
Keeping Our Data Safe: Updated Security Guidelines

Protecting company and customer information is a shared responsibility. Threats keep evolving, but a few simple habits can prevent most incidents. To make our rules clearer and easier to follow, we have refreshed the **Information Security Guidelines**. Please take a few minutes to read the key changes below.

What has changed

- **Stronger passwords:** we now recommend passphrases of at least **14 characters**. Longer is better than complicated.
- **Multi-factor authentication:** required for all business applications, with no exceptions.
- **Prompt updates:** install software and security updates as soon as they are available.
- **Clear desk and locked screen:** lock your computer whenever you step away, and keep sensitive documents out of sight.

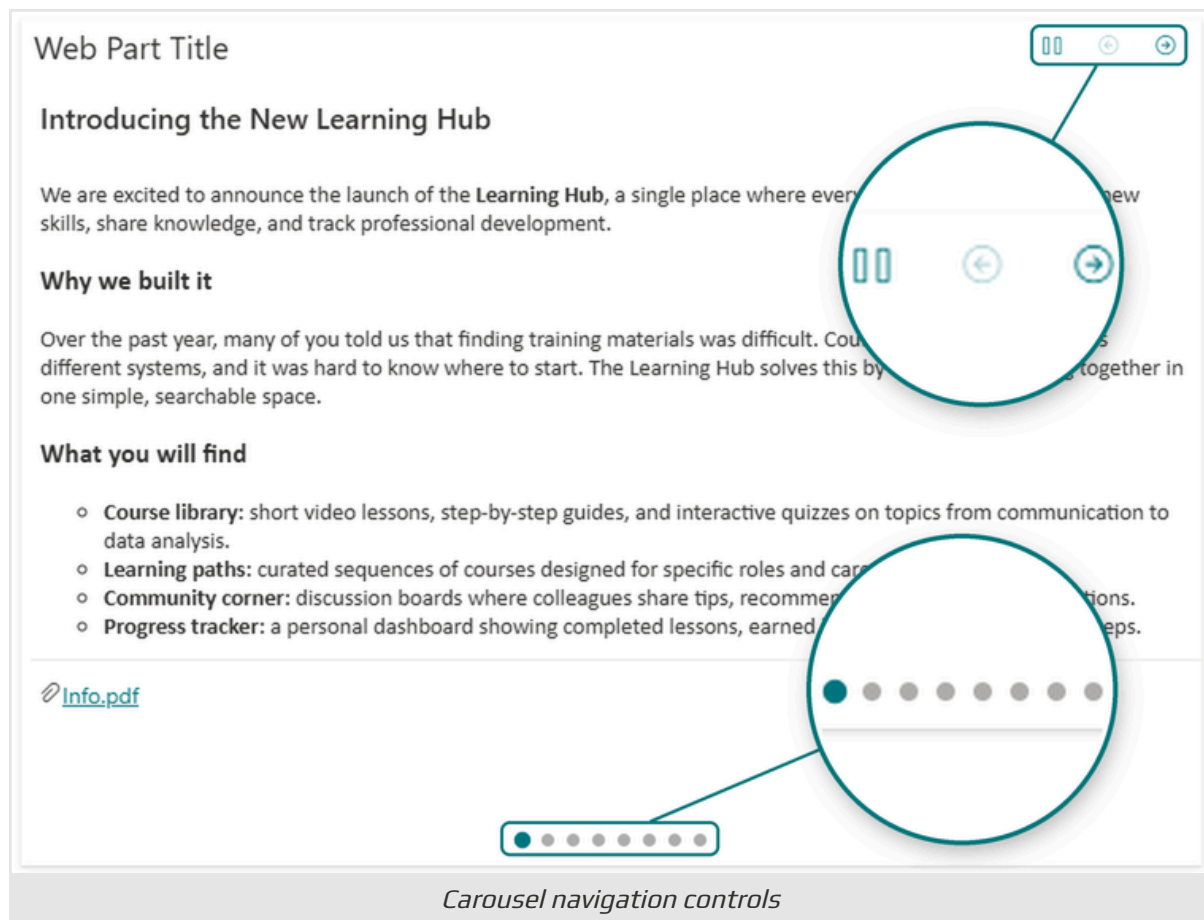
Announcements in the Stacked layout



Navigation

In Carousel mode, visitors can browse announcements in several ways that work simultaneously:

- **Previous/next arrows** in the web part header.
- **Pagination dots** below the carousel show the current position and let visitors jump straight to any announcement (the **Show pagination dots** option).
- **Keyboard** — the ←/→ arrow keys switch cards when the carousel has focus.
- **Touch gestures** — on touch devices, cards can be swiped.



Autoplay

The carousel can rotate automatically. The **Autoplay** option turns this mode on, and **Autoplay interval (seconds)** sets the pause between slides (from 2 to 30 seconds).

Autoplay is predictable and respectful of the reader: it **pauses when the pointer hovers over the web part or when it receives focus**, and the Play/Pause button in the header lets visitors stop or resume rotation manually.

Note

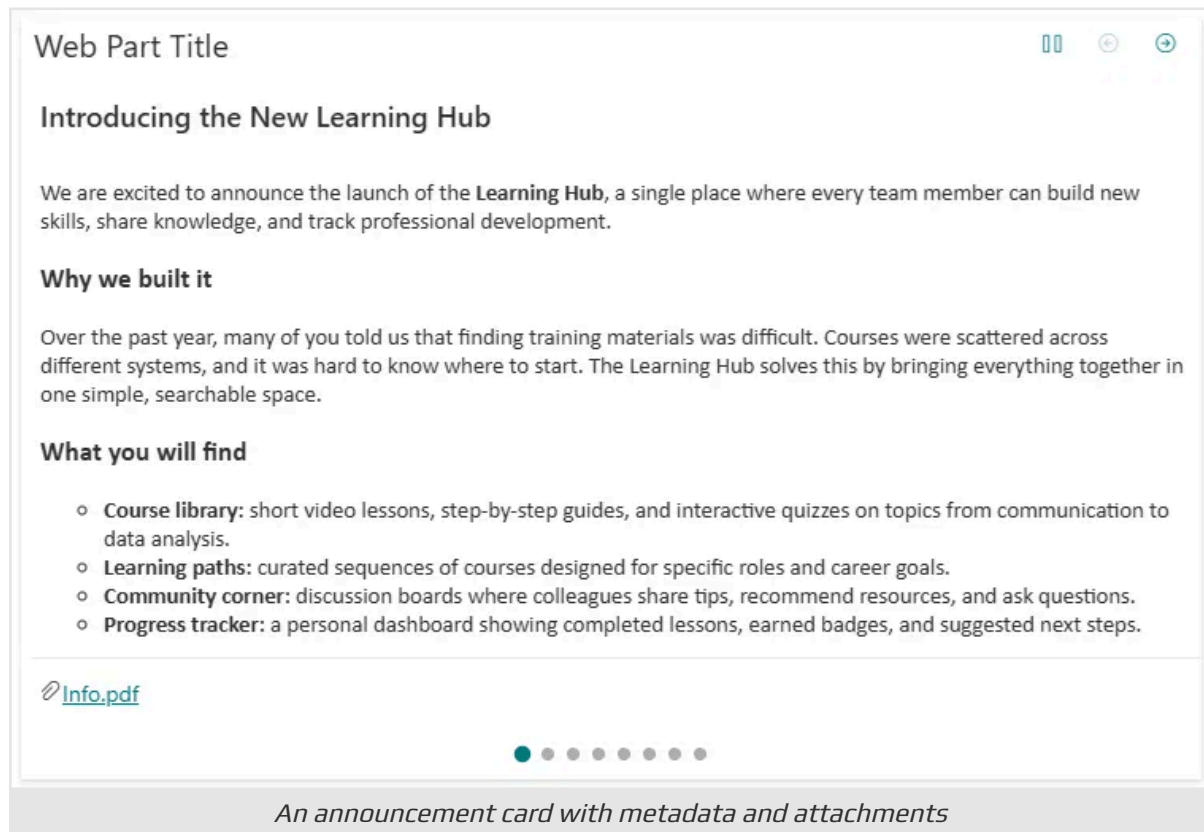
Autoplay works only in the Carousel layout and only when there is more than one announcement.

Card Appearance

An announcement card can show more than a title and body text. Additional elements are turned on with toggles:

- **Author and date** — a meta line with the author's name, the creation date and an expiration indicator.

- **Attachments** — a list of files attached to the announcement, with links to open them.



Filtering and Ordering Announcements

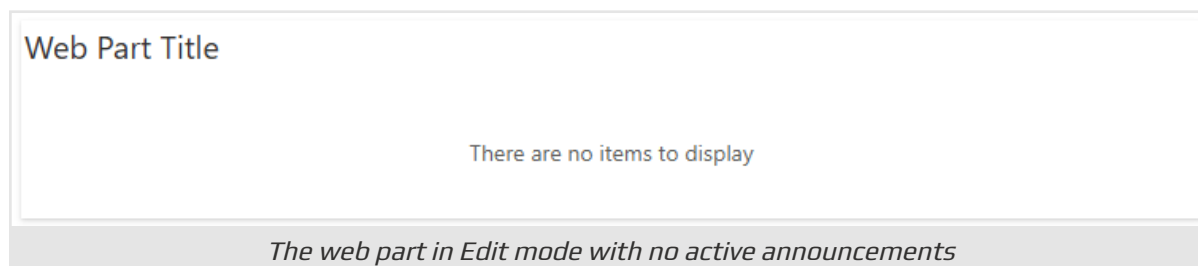
The web part filters and orders announcements before displaying them:

- **Sorting** (the **Sort by** option): **Priority** (by the list's *Order* field), **Newest first**, **Oldest first** or **Title (A-Z)**. Priority is the default, so you can manually control the order of important announcements.
- **Approved items only** — if content approval is enabled for the list, the web part shows only approved items by default and hides pending and rejected ones.
- **Maximum items** — limits the number of announcements displayed (from 1 to 50).
- **Expiration** — announcements whose *Expires* date has passed are hidden automatically.

Warning

Expiration and moderation filters are applied both in the SharePoint query and in the web part. If content approval is enabled for the list, make sure authors have permission to approve (publish) items — otherwise their announcements will not appear to readers.

If there are no active announcements for readers, the web part **hides itself automatically** in Read mode, leaving no empty block on the page. In Edit mode, an explanatory message is shown instead.



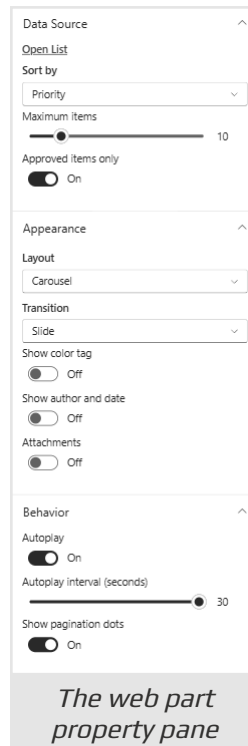
Accessibility, Theming and Localization

- **Accessibility** — the carousel uses proper ARIA roles and an **aria-live** region, supports keyboard control and focus handling; hidden slides are not announced by screen readers.
- **Right-to-left (RTL) languages** — controls and layout automatically adapt to RTL locales (Arabic, Hebrew and others).
- **Localization** — the interface is translated into more than 50 languages and follows the language of the SharePoint site.
- **Theming** — the web part inherits the current site theme and integrates with **SharePoint Brand Center**, keeping your corporate branding consistent.

Configuration: The Property Pane

All options are grouped in the web part property pane:

- **Data Source** — a link to open the list, sorting, maximum items, approved items only.
- **Appearance** — layout, transition style, author and date, attachments.
- **Behavior** — autoplay, autoplay interval, pagination dots.
- **About** — license and version information.



Summary of the main options:

Option	Group	Purpose
Sort by	Data Source	Order: priority, newest/oldest, by title
Maximum items	Data Source	Limit the number of announcements shown (1–50)
Approved items only	Data Source	Hide items that have not passed moderation
Layout	Appearance	Carousel or Stacked
Transition	Appearance	Slide or Fade
Show author and date	Appearance	Announcement meta line
Attachments	Appearance	List of attached files
Autoplay	Behavior	Automatic slide rotation
Autoplay interval (seconds)	Behavior	Pause between slides, 2–30 s
Show pagination dots	Behavior	Position indicator dots

Licensing

The web part follows a trial-then-activate licensing model. The license status and version are shown in the **About** group of the property pane, which also displays a notification when a new version is available.

Tip

To deploy Vitextra cloud products in your environment, see the [KB10035. Installing Cloud-based Product](#) article.

Conclusion

Announcements Carousel turns an ordinary SharePoint announcements list into a prominent, convenient element of your home page. Flexible layouts, autoplay, priority sorting, support for moderation and expiration, accessibility and localization make the web part a reliable internal communication tool — with minimal effort to set up and maintain.

Terms

REST API

REST API (Representational State Transfer Application Programming Interface) is a standardized way for software applications to communicate over the internet. It enables clients to request and manipulate data from a server using standard HTTP methods like GET, POST, PUT, and DELETE. REST APIs are widely used for building web services that are scalable, flexible, and can be accessed by various client applications.

SharePoint Brand Center

The SharePoint Brand Center is a centralized tool that helps organizations manage and maintain their branding assets, such as logos, colors, and fonts, ensuring consistency across SharePoint sites. It streamlines the branding process, allowing teams to easily access and utilize the correct materials for creating branded content.

SharePoint Framework (SPFx)

Model for building client-side web-part, components, and extensions for SharePoint Online, SharePoint On-premises, and Microsoft Teams.

SPFx customizations are based on JavaScript and support Modern UI natively.