For Your Group's Webmaster!

Below are step-by-step instructions for adding a link along with an eye-catching widget to your group's website so visitors can go directly to the donations page for the Greater Indianapolis CROP Hunger Walk! They can then sponsor a walker or your group's team. If you have any questions, feel free to contact the Indy Walk Webmaster: Bob Mayhugh at *rmayhugh@prodigy.net* or call him at 317.440.1192. For an electronic version of these instructions with live links, contact Judy at *jdunson@earthlink.net.*

1. Start browser and web editor software.
2. In web editor, open present copy of web page.
   Note to new web users, use the 'save as' dropdown under the file button on main toolbar to save a copy of web page before starting edit, give file a name that will not conflict with edited page.
4. Use browser to connect to *http://www.churchworldservice.org/site/PageServer?pagename=crop_resources_widgets*
5. Determine which of the buttons would best fit your page.
6. Right click on graphic, and copy to clipboard according to your browser*
7. Go to web editor, type in whatever text you wish to use to introduce web site, then select location for button. Place cursor, then right click and select 'Paste'.
8. Use editor to move text and graphic as needed.
9. Select graphic with left mouse button.
10. Select Hyperlink or Insert Hyperlink button from toolbar or Insert toolbar item. Button will look something like:

10. A dialog box will open,   with a text box labeled 'Target:' or 'URL' or 'Address'.
11. Type this address into text box: *http://www.cropwalkonline.org/indianapolisin*.
12. Complete link by clicking 'Apply' or 'OK'. *If you are familiar enough with editor, you can add text for optional ALT or TITLE attributes at this time; however, they are **not** necessary.*
13. Close dialog if it didn't close after step 12.
14. Save file and exit.

If you are not working on the actual web server, it may be necessary to upload the graphic images for the buttons at the same time as the html page. Make sure that any folder containing the graphics is uploaded as well.

* Copy graphic using appropriate command:
- Firefox: Copy Image
- Internet Explorer: Copy
- Opera: Copy Image to Clipboard
- Google Chrome: Copy Image
- Safari: Copy Image

Experienced webmasters using text or HTML editors can use the code snippets at *http://www.churchworldservice.org/ cropresources* then select from the assortment of *widgets* to insert into their HTML page. It might be desirable to copy the image to your server and change the 'SRC href' attribute to the correct location for your copy of the button.