



The NOBO Handweavers Website

<http://NOBOHandweavers.com>

Seeing a need for a website for the NOBO Handweavers, the domain nobohandweavers.com was registered, and the groundwork for a website began.

Beginning with the current Yahoo site, I used various aspects of that for this new site. Items of concern:

- A central meeting place for members to interact
- A central storehouse for archiving information
- A place to store photos
- A calendar to post meeting info and events

Things I personally noticed that would be of help:

- Member Directory
- Guild Membership Info and FAQ
- The ability to follow along on various conversations, in a threaded format
- The need to integrate images/photos so that people posting could write about them, thereby giving the photos more meaning

After much deliberation, the final format was chosen. So, presenting, the NOBO Handweavers website:

A screenshot of the NOBO Handweavers website. The top navigation bar includes links for HOME, ABOUT NOBO, CALENDAR, MEMBERSHIP, MEMBER DIRECTORY, and CONTACT. The main header features the text 'NOBO HANDWEAVERS' and 'Handweaving North of Boston' next to the large logo. Below the header, there are three columns. The left column contains a 'Subscribe to NOBO Handweavers by Email' link, a 'Subscribe in a reader' link, a calendar for July 2009, a search box, and sections for 'UPCOMING EVENTS' and 'RECENT POSTS'. The middle column displays a blog post titled 'My trip to A Loom with a View' by Dave Daniels, published on July 20, 2009. The right column features a large photograph of a brick building with a sign, likely the location of the guild's activities.

Follow along for the tour...

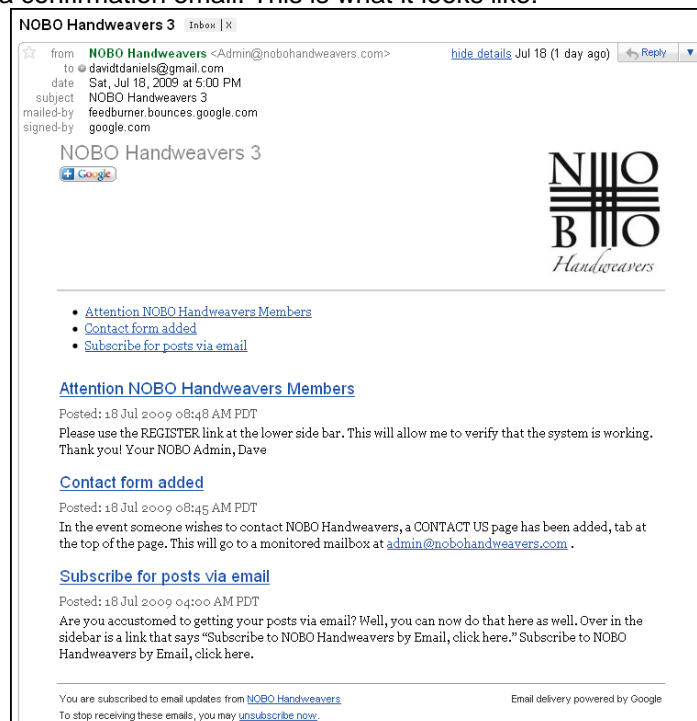
On the home page of NOBOHandweavers.com, you are greeted by the Guild logo designed by Kathie. (Take a bow, Kathie!)

On the top bar are a series of links:

- **HOME** - A link for the home page, which will always take you right back home no matter where you are on the site.
- **ABOUT NOBO** – The basics about the Guild. (This initial info was “harvested” from the Yahoo Group.) This can/should be expanded upon in the near future.
- **CALENDAR**: A full page calendar showing guild meetings, events, etc. More on that later.
- **MEMBERSHIP**: This placeholder page can act as the central information page for guild membership, bylaws, and rules, just about anything.
- **MEMBER DIRECTORY**: For now, it’s a placeholder page if members decide they want to have a listing of members in one place. If not, the page can be removed.
- **CONTACT**: A contact page for anyone to contact the Guild or webmaster. At the moment, the email generated goes to *admin@NOBOHandweavers.com* and will be either responded to or forwarded to the appropriate member. (Details to be worked out later.)

Now, for some of the really interesting features!

On the sidebar are two ways for folks to receive information. The first is to subscribe via email. By subscribing in this way, it creates a daily digest of the post topics for the day. Currently, it is set to post at 5-6pm on the day that there is any activity. This subscription service is offered through Feedburner, and is a free service. Email addresses are not used for anything other than to receive this email bulletin regarding a new post. Once you subscribe, it will send you a confirmation email. This is what it looks like:



Another convenient way to keep in touch is to subscribe in a reader, much like Bloglines or Google Reader. Most folks who blog or read blogs will be familiar with this.

Next item is the **current monthly calendar**. The dates on the calendar are highlighted for the days when content is posted.

UPCOMING EVENTS shows the upcoming events for the next 30 days. This information is pulled in from the CALENDAR page, and is shown here as a handy reminder.

RECENT POSTS shows the most recent 10 posts, making it easy for folks to see at a glance.

RECENT COMMENTS shows the 10 most recent comments and the person making the comment. This is handy so you can see what is being said right now, and where. It's easier than reading through each post to see what's going on.

ARCHIVES show a chronological history of activity by month, most recent to distant past. It also shows the number of original posts for each month.

LINKS are for general links to anything folks feel should be there. Fellow guilds, weaving information, even local chamber of commerce links and restaurants. Anything that helps in building our community.

MEMBER WEBSITES is just that, links to our own websites. A fun way for us to share a little of ourselves with each other.

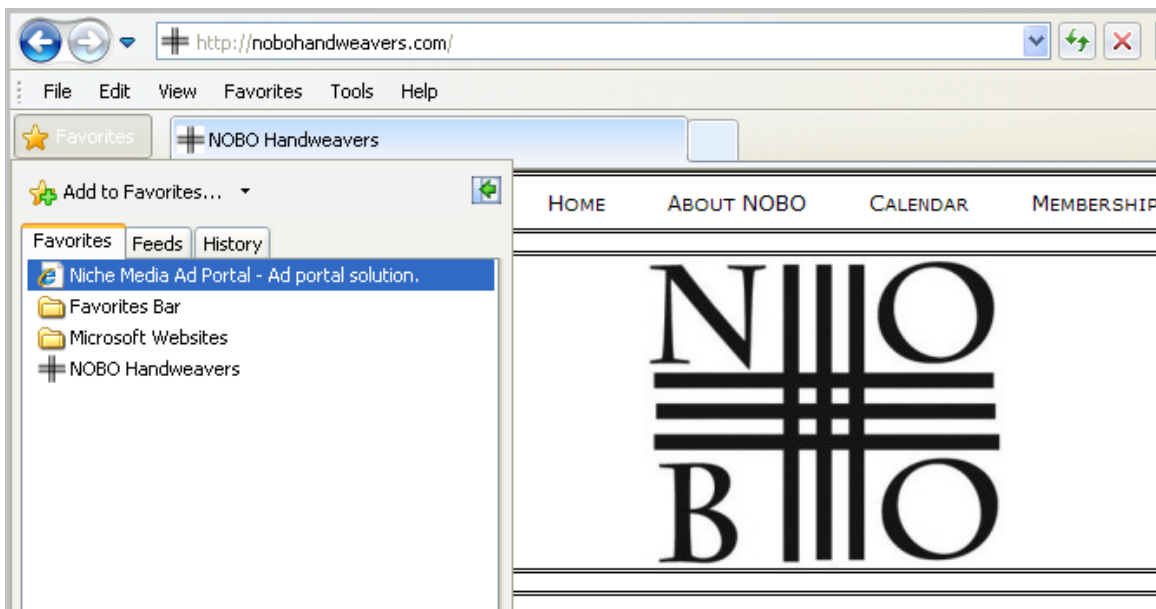
RETAIL SHOPS: Personally, I only shop at Betsy's, but thought some others might want to have a handy list of places.

More link categories can be added if anyone wants them, such as loom manufacturers, etc. It's a very flexible system.

META is an important section. This is where members register or log in. We'll cover that in just a moment.

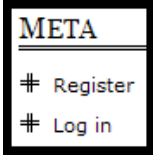
And the center of the site, the main column, is where all the current activity takes place. This is where our contributions appear. And, it's not only text-based, photos and videos may be incorporated into it as well. So, when someone takes a trip and has things they want to share, they can put it right here, photos included, to give a richer experience. No more having to dig into folders, and not really know what you're looking at. It's all so very, very cool.

As an aside: If you save the site to your favorites, you'll see the logo appear in the address bar and in your MY FAVORITES. Cool, huh?



Next up: features and how they work...

Log In and Writing a Post

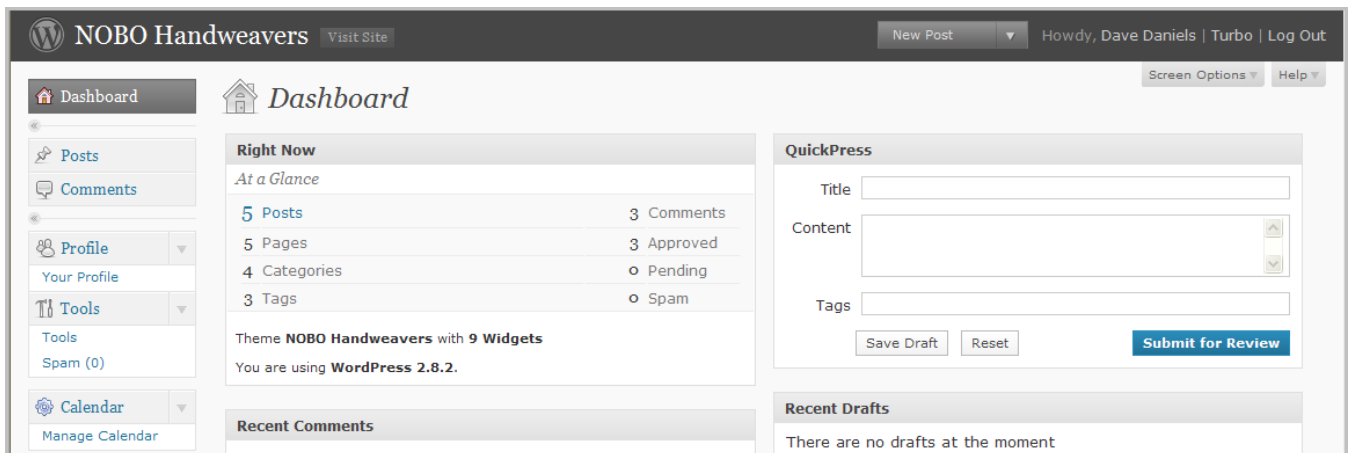


This first thing to do is go to the website <http://NOBOHandweavers.com> and scroll down on the page to the sections called META, and click on REGISTER. You only have to do this once. Going forward, you'll just have to click on LOG IN.

A screenshot of the WordPress registration form. At the top is the WordPress logo and the text 'WORDPRESS'. Below that is a yellow box with the text 'Register For This Site'. The form contains two input fields: 'Username' and 'E-mail'. Below the 'E-mail' field is a small text line: 'A password will be e-mailed to you.' At the bottom right of the form is a blue button labeled 'Register'.

To **REGISTER**, just create a username and submit an email address. Click on REGISTER, and you will automatically be emailed a password, which you will change once you log in for the first time.

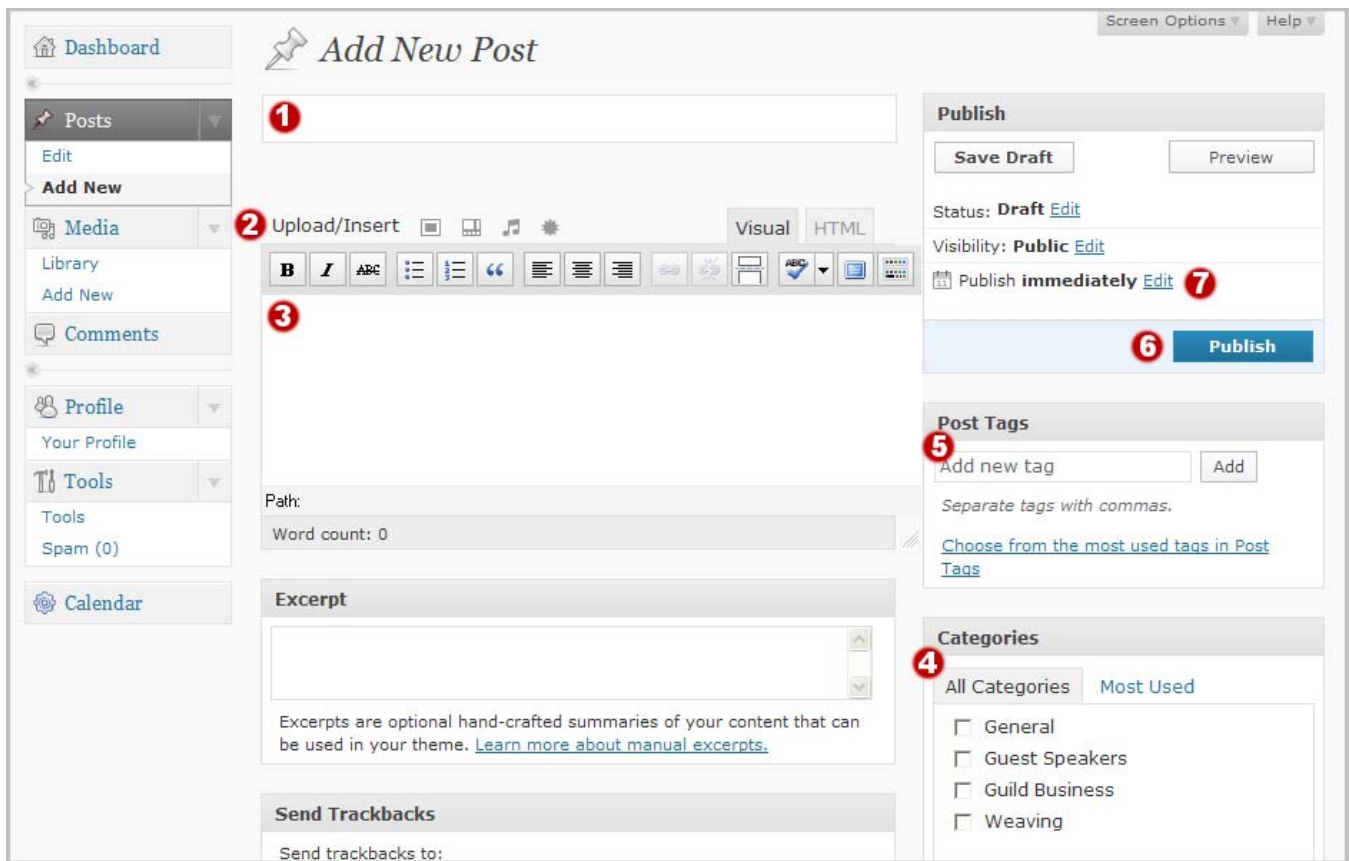
When you **LOG IN**, you are brought to the DASHBOARD. Poke around, click on things. Don't worry, you can't break anything or do any harm.



Over on the left hand column are the main things. Click on **YOUR PROFILE** and change your password from the one you were automatically emailed. Also, fill in any profile information or none at all. It's totally up to you. The information you put in can be changed at any time, but only by you. No one can change your information, and you are not able to modify the information of anyone else's bio.

Now, on to the meat 'n' potatoes of writing a post. If you've ever written an email, you CAN do this. And, really, if *I* can do it, I know you can, too.

At the top of the page is the **NEW POST** button. Click on that and you will be brought to this page, which I'll walk you through one click at a time:



- 1- Give your post a title. It can be just a fact, something witty, but it should give an idea of what's to follow.
- 2- **UPLOAD/INSERT:** These buttons are what you'll use to insert things like photos or videos. Just hover your mouse over the icon and it'll show you which option is available. And, it's worth mentioning here that your images should never exceed 1,000 pixels in either direction. Large images take a long time to download, and also take up sever space. So, when possible, please resize your images. Personally, I keep mine at around 500-700 pixels wide. (If you need help in this, don't hesitate to get in touch.)
- 3- This is where you'll write your stuff. Again, it's as easy as writing an email. Write as little or as much as you want. Go crazy, tell your story, and let us know what's on your mind. Right above the #3 are a series of familiar buttons, found in most word editing programs. You can **BOLD** or *italics*, bullet list, add colors, all sorts of fun things.
- 4- **CATEGORIES** is a short list of where your post should fall. Other categories can be added. Just drop a line or write in the post that you'd like to add another category, and it'll be added right in, and your post re-categorized to fit.
- 5- **POST TAGS** is if you want certain words to be called out. It can be anything or none at all. If you're writing about the new loom you got, tags would be LOOM, SCHACHT or anything along those lines.
- 6- **PUBLISH** write the post onto the site.
- 7- This is a handy option. Say that you are going to be away for a few days, and you want to make an announcement, you can have the system hold your post and publish it on any given date and time that you choose. It's not visible to anyone until then.

That's all there is to it! Easy, huh? If you have any questions, comments, suggestions or feedback, please let me know.

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