## **Home Page**

The home page is set up with a header, footer, menus, left sidebar, and the central content section containing the teasers.

## Header

The header graphic is changed once a month upon completion of the updates. This helps keep the site fresh looking, and gives the reader a visual clue each month that the site has been updated. The graphic can be reused or revised from one of dozens of seasonal header graphics developed for the site and saved, or it can be developed anew for a new monthly update.

Graphics are usually developed and blended in Photoshop and contain a collage of images on different layers that were found on the web, usually consisting of a theme, and relating to the month. For example, snow images are used for the January graphic, or pumpkin and harvest images are used for the October graphic. The graphic contains the month text in the upper right, and the site title text in the middle. The site title text is never changed, but its color and shadow can be revised to contrast with the background image.

To change the background image, go to Avada > Options in the Wordpress Dashboard. Select Header > Header Background Image in the sidebar. In the Background Image for Header Area box, select Upload to change the image. The Media Library comes up where you can drag the new header image in. Be sure to select the button Save Changes at the top or bottom of the Avada Header screen after leaving the Media Library.

You can select whether the header graphic will display on a page or not. At each individual page, there is a setting at the bottom of its editing screen under Avada Page Options. Sometimes, it is appropriate to eliminate the header on pages such as online forms and registration forms.

The site menu size, location, and format is already set up for the site in the Avada Options under Header > Header Content. The menu was selected from several predesigned Avada menu formats. There should be no need to revise this. The colors and size were set up under Header > Header Styling. The actual menu text and links are edited in another section.

## **Sidebars**

The Home page uses the Avada Builder system for setup and editing. This allows the sidebar to be customized, and breaks the page into sizable chunks, making its appearance on mobile devices easier to display. The page is set into one container, with two columns. The left column contains the elements forming the sidebar. They consist of the Ask a Master Gardener box, the Instagram and Facebook feeds, and the Subscribe by Email box. Except for the social media feeds, they are edited here. The feeds for social media generate from plugins, and settings for them are handled in each plugin. The content for the footer is in a widget and is set in the Widgets section and not on this page. The footer on the Home page actually consists of two items: the footer (the VCE text) and the copyright area (the copyright and social media icons.) They are called up in the Avada Page Options at the bottom of the editing window.

## Teaser Content

The text for the teasers is placed and edited in the larger second column on the page within the page container. The editing can be performed in Text mode selected from the upper right tab once in the editing window. I use copy and paste the new content, and therefore preserve the setup of the remaining data in each teaser.

Each teaser is set up and uses a teaser title, image, text, "more" link, and gray line separator. When editing a teaser, first start with the links. The story is linked in three places on each teaser: the teaser title, photo, and "more" link. All get updated to the new story URL by changing the href tags in the title, photo, and "more" links.

Next, revise the photo. Go to the Media Library, select the image to be used, and copy the image URL found near the bottom of the right sidebar. On the Home page teaser, replace the image URL with the new one in the src tag. All photos are set to the correct width and format to match on the page, so changing them on the page is not necessary. Change the alt tag to appropriately match what the image is. Add the title tag to give credit to the source. Sometimes, I use a web image used on the Home page without the attribution.

Sometimes, it is necessary to use a variation of the original image found in the story and Media Library because it is too vertical or too horizontal. Copy the image to a photo editor, crop so the proportions better match those needed on the Home page, and upload it to the Media Library under a new name. Then get its URL and use that in the teaser image scr tag. Be sure to delete the image from the Media Library next month since it is no longer used, but keep the original image used in the archived story.

Change the teaser text to what you want. Type in after the image tag and link, and before the "more" link. The teaser text when viewed should roughly match the height of the teaser's image so that one does not extend far below the other on the page. The [fusion] tag is the gray line that separates the teasers on the page. The top margin on the fusion line sometimes needs adjusting to be sure it falls between the lowest point on the previous photo and not run into the photo. The top margin of is normally set to 0, and works well at this setting when the text and photo of the previous teaser are the same height. But, when the photo is a little longer than the text, the gray line can run into the bottom of the previous photo. When this happens, adjust the top margin in the fusion tag below the offending teaser to a larger number (usually 30, 35, 40 etc.) to see how it looks. This adds some space between it and the teaser above. Adjusting the bottom margin of the fusion lines is not necessary - spacing is already set in the settings for the body text elsewhere.