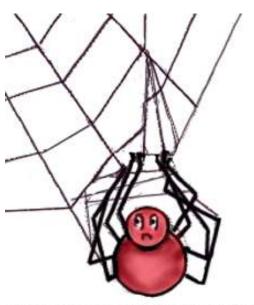


# **Building Websites for Lake Organizations**

Larry Bresina, Pipe Lakes District, Polk County labbresina@optidat.com

# Goal of this presentation:

- Provide familiarization with the steps to build a website
- Help lake organizations decide on options for these steps



"All tangled up about websites?"



# Lake Organization Communication Options

- 1. Meetings
- 2. Paper mail
- 3. Email
- 4. (Website)
- 5. Phone
- 6. Social network
- 7. Blog
- 8. Web conferencing



### **Basic Tools to Build a Website**

- Computer with internet access
- Webpage editor
- Photo editor
- Facility to transfer files to the internet



# Steps to Build a Website for Lake Organizations

- 1. Figure out what the site should do.
- 2. Decide who will build the site.
- 3. Sketch a layout for the main pages.
- 4. Create the site pages.
- 5. Move the pages to the internet.
- 6. Put a system in place for maintenance.
- 7. Refresh the site as needed.



# 1. Figure out what the site should do

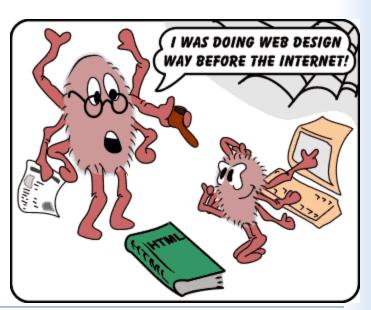
- Goal (example) Inform a larger number of lake users and community residents with the organization's activities and the need to continuously take lake protection actions.
- Functions and Features (example) -
  - Communicate a schedule of future events
  - Present news items
  - Archive documents
  - Show photos of lake activities
  - Explain programs underway
  - Display contact information
  - Show lake quality monitoring data



# 2. Decide who will build the site

- Local geek
- Fear not, do-it-yourself, and learn as you go
- Group effort
- Hire professional
- Combination of the above

The remainder of this talk should help you decide.





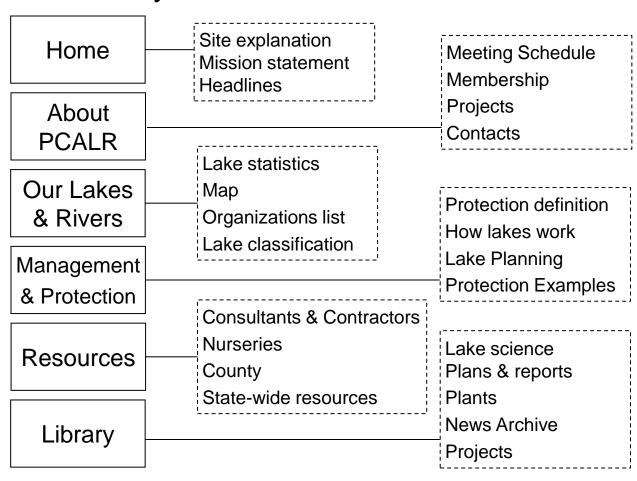
# 3. Sketch a layout for the main pages collect layout ideas

- Visit existing sites
- Talk to a website designer
- Use your own or organization's ideas



# 3. Sketch a layout for the main pages create a site map

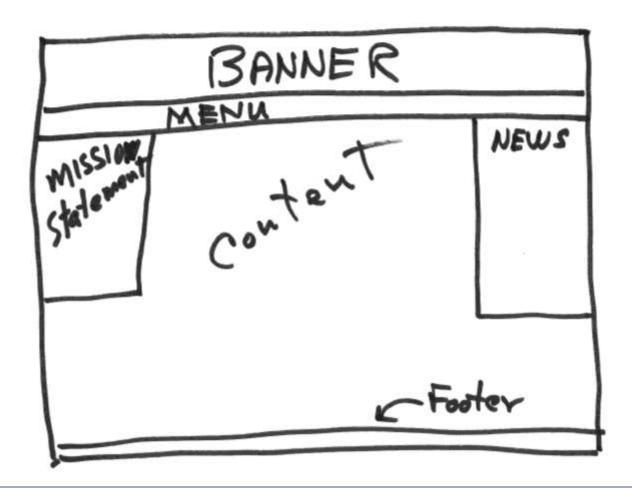
### Polk County Association of Lakes and Rivers





# 3. Sketch a layout for the main pages hand drawn sketch

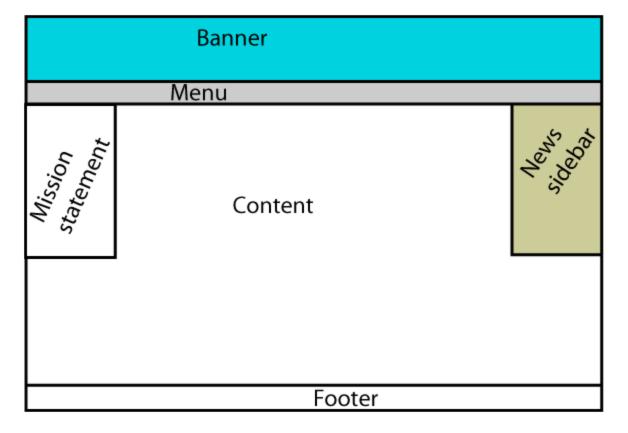
# HOME PAGE





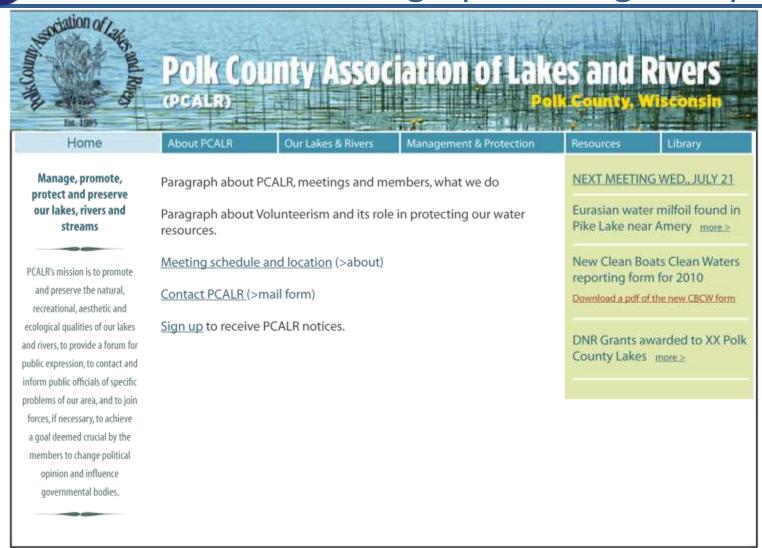
# 3. Sketch a layout for the main pages computer drawn sketch

### Home Page



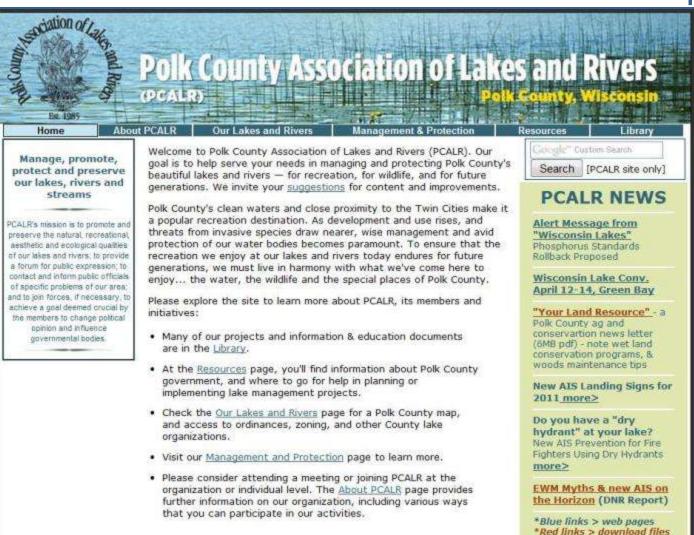


# 3. Sketch a layout for the main pages graphic designer's plan





# 3. Sketch a layout for the main pages screenshot of current home page





### Polk County Association of Lakes and Rivers

Home

About PCALR

Our Lakes and Rivers

Management & Protection

Search [PCALR site only]

Manage, promote, protect and preserve our lakes, rivers and streams

PCALR's mission is to promote and preserve the natural, recreational, aesthetic and ecological qualities of our lakes and rivers; to provide a forum for public expression: to contact and inform public officials of specific problems of our area; and to join forces, if necessary, to achieve a goal deemed grudial by the members to change political opinion and influence governmental bodies.

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Phosphorus Standards Rollback Proposed

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"Your Land Resource" - a Polk County ag and conservation news letter (6MB pdf) - note wet land conservation programs, & woods maintenance tips

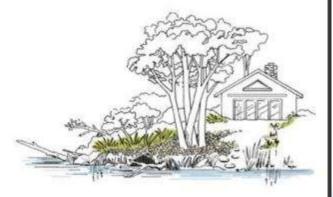
New AIS Landing Signs for 2011 more>

Do you have a "dry hydrant" at your lake? New ALS Prevention for Fire Fighters Using Dry Hydrants more>

EWM Myths & new AIS on the Horizon (DNR Report)

\*Blue links > web pages \*Red links > download files

#### Screen shot of current web page



Wisconsin Lake Convention © Optidat 2011



# 3. Sketch a layout for the main pages page design guide

- Use lists and limit long sections of text
- Use white space ("nothing" space)
- Retain consistency from page to page
- Add images
- Use sidebars for connected info



# Steps to Build a Website for Lake Organizations

- 1. Figure out what the site should do.
- 1

2. Decide who will build the site.



3. Sketch a layout for the main pages.



- 4. Create the site pages.
- 5. Move the pages to the internet.
- 6. Put a system in place for maintenance.
- > 7. Refresh the site as needed.



gather and create content

- Banner
- Documents (news, minutes, reports...)
- Photos (activities, nature, people...)
- Text for page main section
- Sidebar text



# page files

## Site pages are generated from files containing

Text

Graphics

Code

#### index.html

We welcome your <a href="mailto:president@pcalr.org" target="\_blank" class="gray">suggestions</a> for content and improvements.

#### global.css

```
#sidebar1 h6 {
     color: #326476;
     text-align: center;
     font-size: 11px;
}
```



## two types of code

- HTML Page HyperText Markup Language
  - page structure
  - basic formatting
  - content
- CSS Cascading Style Sheets
  - formatting muscle





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\*Blue links > web pages \*Red links > download files



Screen shot of final web page

Wisconsin Lake Convention © Optidat 2011

- · About PCALR
- Our Lakes and Rivers
- · Management & Protection
- Resources
- Library

Mange, presence, present and preserve our lakes, river; and stream;

PCALR's mission is to promote and preserve the natural, recreational, aesthetic and ecological qualities of our lakes and rivers; to provide a forum for public expression; to contact and inform public officials and influence governmental bodies.

Search [PCALR site only]

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Screen shot of final web page \*Without CSS\*

CSS-Cascading **S**tyle Sheets

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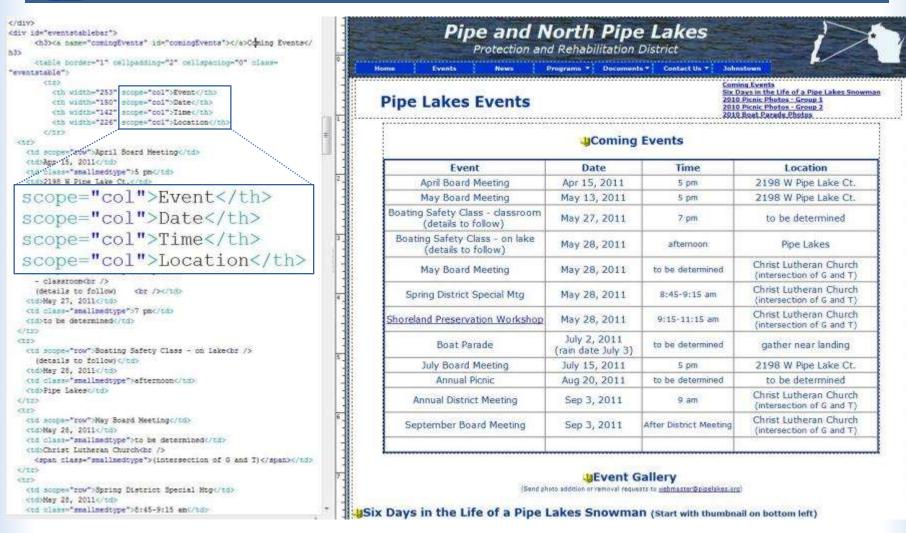


# editor types

- WYSIWYG (what you see is what you get)
  - You add the contents
  - Working screen appears similar to web page
  - Editor software inserts code for you
- You write the code
  - You add the contents and code
  - Requires learning HTML/CSS code
- Some editors allow WYSIWYG and/or coding



### code vs visual editing





# 4. Create the site pages editor type advantages and disadvantages

### WYSIWYG

- Easier to learn
- Less control of design, layout, and formatting
- Coding
  - Complete control of design process
  - More options (animation, forms, etc.)
  - Cleaner code

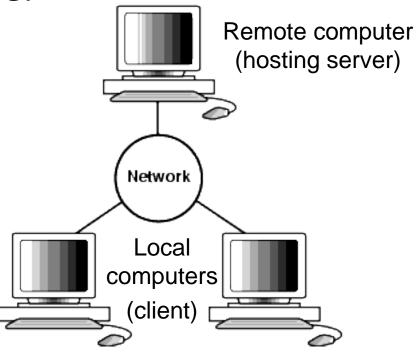


file creation location

Create with software in local computer

Create with software in remote computer

through your browser





### **Local vs Remote Creation**

- Local
  - WYSIWYG and coding editing
  - Uploading all files to server required
- Remote (site builders)
  - Only WYSIWYG (sometimes limited coding)
  - May be locked into hosting service
  - Proprietary editor
- Remote (CMS/Blogs)



remote – CMS/Blogs

- Additional options to build websites
- CMS (Content Management System)
  - Separates the design, interactivity, and content from one another to make it easier for content authors to provide content – About.com
  - Examples: Drupal, Joomla
- Blog
  - Examples: Worldpress, Blogger



# local - KompoZer free editor



May Board Meeting



# local - Dreamweaver \$\$ editor



Pipe Lakes Events	Six D 2010 2010	Coming Events Six Days in the Life of a Pipe Lakes Snown 2010 Picnic Photos - Group 1 2010 Picnic Photos - Group 2 2010 Roat Panede Photos		
UComing Events				
Event	Date	Time	Location	
April Board Meeting	Apr 15, 2011	5 pm	2198 W Pipe Lake Ct.	
May Board Meeting	May 13, 2011	5 pm	2198 W Pipe Lake Ct.	
Boating Safety Class - dassroom (details to follow)	May 27, 2011	7 pm	to be determined	
Boating Safety Class - on lake (details to follow)	May 28, 2011	afternoon	Pipe Lakes	
May Board Meeting	May 28, 2011	to be determined	Christ Lutheran Church (intersection of G and T)	
Spring District Special Mtg	May 28, 2011	8:45-9:15 am	Christ Lutheran Church (intersection of G and T)	
Shoreland Preservation Workshop	May 28, 2011	9:15-11:15 am	Christ Lutheran Church (intersection of G and T)	
Boat Parade	July 2, 2011 (rain date July 3)	to be determined	gather near landing	
July Board Meeting	July 15, 2011	5 pm	2198 W Pipe Lake Ct.	
Annual Picnic	Aug 20, 2011	to be determined	to be determined	
Annual District Meeting	Sep 3, 2011	9 am	Christ Lutheran Church (intersection of G and T)	
September Board Meeting	Sep 3, 2011	After District Meeting	Christ Eutheran Church (intersection of G and T)	

(Send photo addition or removal requests to webmaster@pigelakes.org)

Six Days in the Life of a Pipe Lakes Snowman (start with thumbhail on bottom left)



# remote - Google free site-builder



#### **Pipe Lakes Events**

- Coming Events
- · 2010 Picnic Photos Group 1
- 2010 Picnic Photos Group 2
- · 2010 Boat Parade Photos

#### **Coming Events**

Event	Date	Time	Location
January Board Meeting	Jan 28,2011	5 pm	2198 W Pipe Lake Ct.
April Board Meeting	Apr 8, 2011	5 pm	2198 W Pipe Lake Ct.
May Board Meeting	May 13, 2011	S pm	2198 W Pipe Lake Ct.
May Board Meeting	May 28, 2011	2	Christ Lutheran Church (intersection of G and T)
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September Board Meeting	Sep 3, 2011	After District Meeting	Christ Lutheran Church (intersection of G and T)

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Screen shot of web page



# remote - Worldpress blog



Home About PCALR Our Lakes and Rivers Management & Protection

Resources Library

#### Home

Welcome to Polk County Association of Lakes and Rivers (PCALR). Our goal is to help serve your needs in managing and protecting Polk County's beautiful lakes and rivers - for recreation, for wildlife, and for future generations.

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#### PCALR NEWS

- Wisconsin Lake Conv. April 12-14, Green Bay Early bird registration deadline March 14
- "Your Land Resource" a Polk County ag and conservartion news letter (6MB pdf) - note wet land conservation programs, & woods maintenance tips
- New AIS Landing Signs for 2011 more>
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Manage, promote, protect and preserve our lakes, rivers and streams

#### Screen shot of web page

Wisconsin Lake Convention



## test the pages

- Use most popular browsers
  - Internet Explorer (v6-v8)
  - Firefox
  - Safari (Mac)
- Check placement of elements
- Change type size in browser
- Change browser zoom



# Steps to Build a Website for Lake Organizations

- 1. Figure out what the site should do.
- $\sqrt{}$

2. Decide who will build the site.



3. Sketch a layout for the main pages.



4. Create the site pages.



- 5. Move the pages to the internet.
- 6. Put a system in place for maintenance.
- > 7. Refresh the site as needed.



### what's involved

- Obtain domain name
- Obtain hosting service
- Publish your pages



### obtain domain name

- http://www.yourlakename.org
- Obtain from domain name registrar \$1-\$35
- May be free through hosting service



### hosting service options

- Free
  - may include ads by provider
  - odd addresshttp://sites.google.com/site/yourlakename
- Shared hosting
  - http://www.yourlakename.org
  - less than \$10/month
- Dedicated IP address & SSL
  - Secure transactions
  - Add about \$6/month & transaction cost (PayPal)



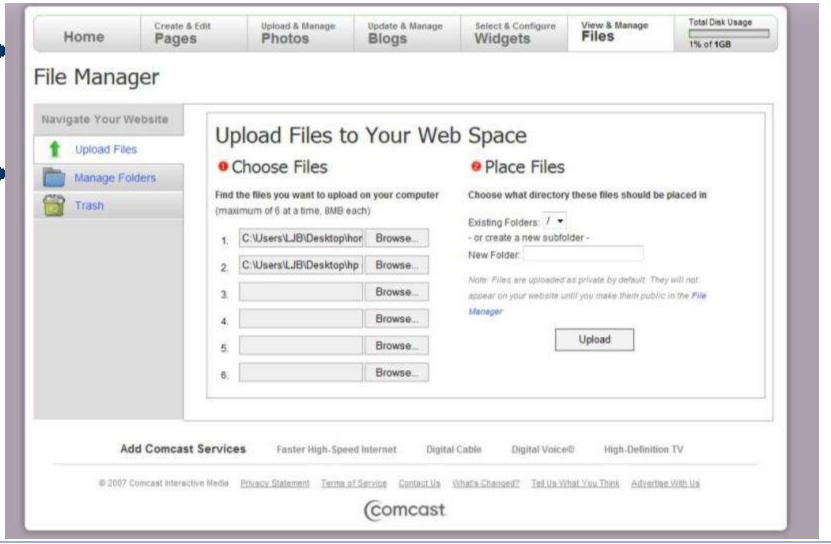
publish your pages

- Site-builder with hosting service
  - Uploading of site pages unnecessary
  - Uploading of linked documents, images, etc.
     through browser
- Locally created pages
  - Upload using an FTP program
  - FTP may be built into your editor software



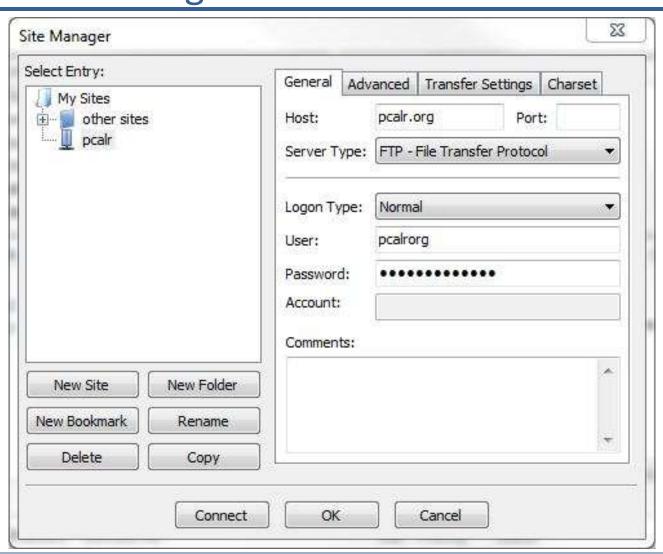
# 5. Move pages to internet

### uploading through browser





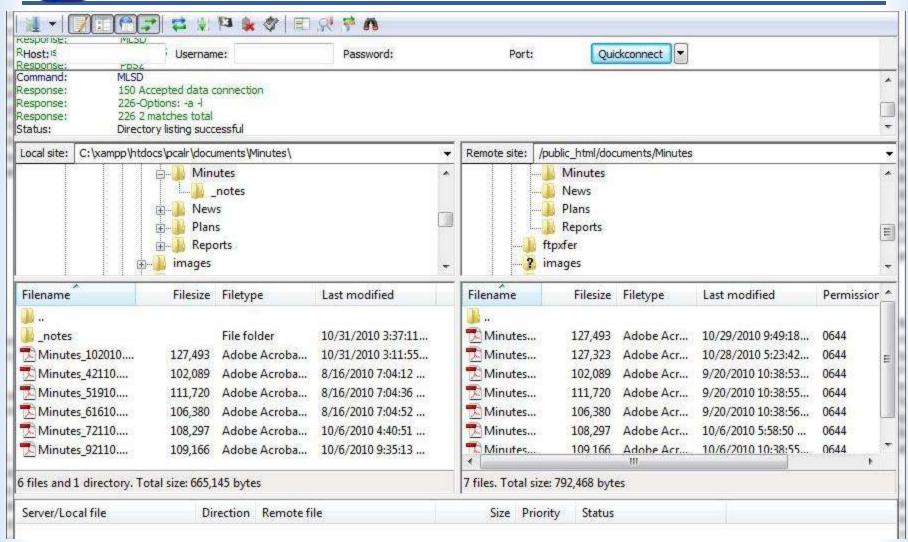
## 5. Move pages to internet setting connections with FileZilla (free)





# 5. Move pages to internet

### uploading with FileZilla





# 5. Move pages to internet

test the pages

- Test with most popular browsers
  - Internet Explorer (v6-v8)
  - Firefox
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- Check placement of elements
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# Congratulations

# Your done?



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### Sorry – a good site is never done

- A site that never changes is near worthless!
- Timely updates are invaluable!



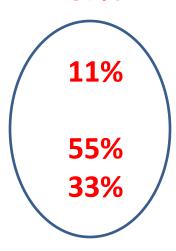


### Polk County Lake Org Sites

Who updates your lake org site?

	<b>\ /</b>     .	•	• •	•	
_	Volunteer	with	mınımal	experience	<b>22</b> %

- Volunteer with design experience
- Hired professional44%
- What type of software
  - Free editor
  - Purchased editor67%
- Updates
  - 6-months to a year
  - Every 3 months
  - Every month
  - At least twice a month

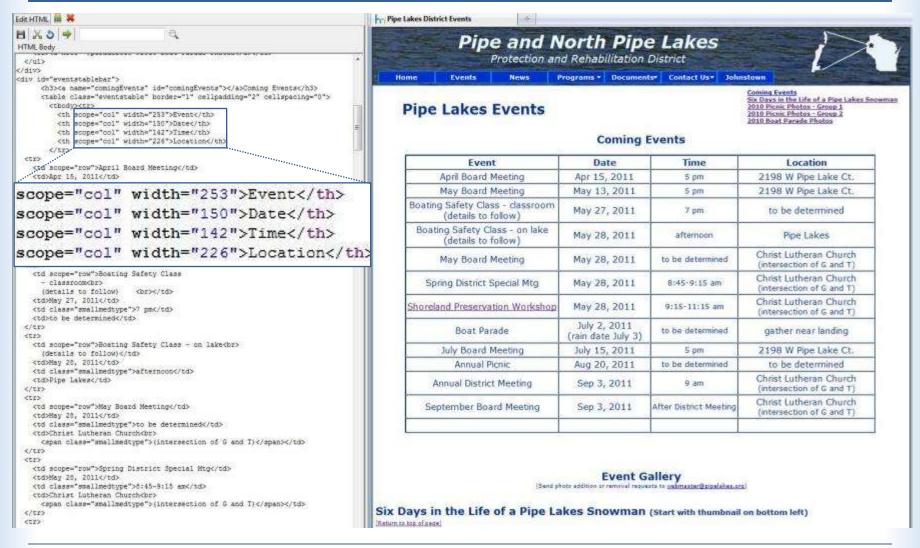




- Updates
  - news
  - calendar
  - meeting minutes
  - photos
  - etc.
- Monitoring
  - check menus and links
  - Use statistics (visits, page views, etc.)

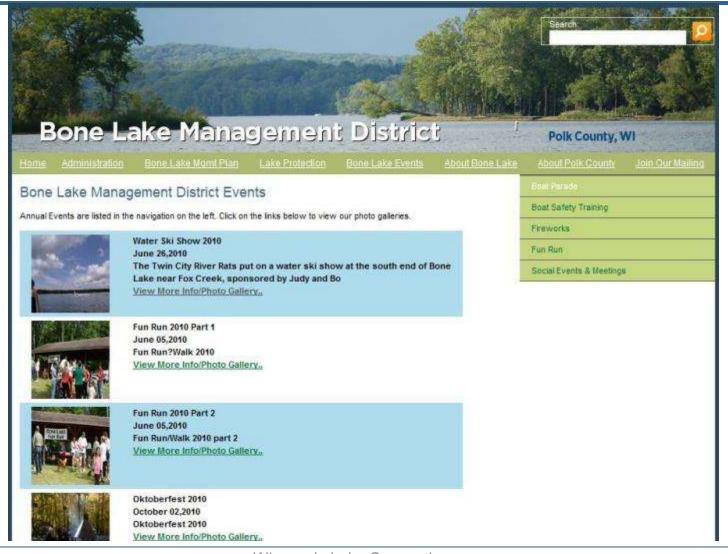


# 6. Maintenance local/remote hybrid - Firefox free editor





### remote-built-in editing components





### 7. Refresh the site

- Periodic review
- Remove obsolete pages
- Add new items
  - improve appearance
  - rearrange to improve ease of use
  - add features



### 7. Refresh the site

# previous home page



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Sign up for our mailing list and receive notices about upcoming meetings as well as education opportunities sponsored by PCALR. Attend a <u>PCALR meeting</u> and join others who work to manage Polk County waters.

Please consider joining PCALR at the organization or individual level. You can find a member brochure with a signup form at the <u>About PCALR</u> page.

Google" Custom Search

Search [PCALR site only]

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\*Blue links > web pages \*Red links > download files Wisconsin Lake Convention © Optidat 2011



### 7. Refresh the site

### home page with bulleted list



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### **Questions?**

Larry Bresina, labbresina@optidat.com
Pipe Lakes District, Polk County

Karen Englebretson, karen@kje.com Polk County Association of Lakes and Rivers

This presentation is available at www.optidat.com/website\_lkcnv11.pdf