Websites

How to improve an existing website: Slides 2 to 7
How to build a website through orgsync: Slides 8 to 24
Boost Your Website
Keep it Simple!

- Clutter is your enemy!
  - Decrease the amount of content you have per page by using links to other pages.
Content!

- Some important things to include
  - Practices: when & where
  - Games/Events: when & where
  - Officers (maybe add some personal info - headshot, major, contact, etc.)
  - How to Contact your clubs
  - How to join! (a great example: http://umdclubbadminton.weebly.com/new-members.html)
  - Event results (scores, highlights, league rankings, etc.)

- Make sure your website contains everything you want to communicate
- Don’t let your desire for simplicity limit your content
Keep Everything Connected

- Your social media and website should be cohesive
- If you post an announcement on Facebook, Twitter, Instagram also post on your website
- Put links to social media
- Or if you only post on one platform, link it to the post on the website
Make Sure you Only Have One Site!

If I google “UMD Club Badminton” I get:

http://www.umdclubbadminton.com/

https://www.astro.umd.edu/~teuben/badminton/

I do not get:

http://umdclubbadminton.weebly.com/ ← Their actual website!
Make sure google finds you!

- Get rid of websites you are no longer using!
- If you want to get more technical: Update the Keywords and descriptions in your meta-tag in your header (keywords and descriptions are what google uses to find you)
  - If you have access to the HTML of your website: https://www.w3schools.com/tags/tag_meta.asp
  - Update meta-tags in weebly: https://buildyoursnow.weebly.com/meta-tags.html
Make a website on Orgsync
1. Go to https://orgsync.com/home/141 and log in with your university credentials
2. Go to memberships and find your club
   a. If you are not a part of your club request membership
3. Go to more, then select website
4. You will either see the screen to the left or the screen below
   - If you see the screen below click “I’m Ready Let’s Start Building!”
5. Select Edit
This looks more scary than it is!!!

6. Where it says “Student Organization Name” put your club name

7. Where it says “Student Organization Quote” put your club slogan, quote or brief description.
8. Go back to the previous page and select edit for the Meta/Head section
9. Enter a club description in the description tag

10. Enter keywords in the keywords tag. Keywords can be any words someone may use when trying to find your club on google (see below for examples).
11. Go to the pages section of the website builder. Click on About, you should be able to see a draft of the about page of your website.

12. In order to edit these pages, click the toolbar on the right and click edit.
13. You can edit the page like you would a normal word document. If you know HTML you can click “Source” and see the HTML code. You can do this with every page on your site! However, adding pictures can get a little weird.
14. Any image you want to add to a page you must first add to Website Builder Images section via the “Add an Image” button. Now you can go back to the page editor and add the photo
15. You can now add images you have uploaded via the “OS Images” button. Select the image you want to add.
17. Certain Pages are automatically generated via org-sync. For these pages you will see “[[module:page name]]” in the text editor.

- Modules allow the website to automatically update whenever orgsync is updated. If you add an event, news, or picture to orgsync it will automatically be added to your website.
- Feel free to add images or text around the module, but make sure to keep it there.
18. The Contact Us module creates an easy to use email template for your users. The emails people send via your website will be forwarded to your club email (so make sure your club email address is correct on orgsync).
19. To edit the right sidebar you will need to go back to the Template Elements section and select Footer.
20. Replace the section in green with:

```html
<ul>
  <li>
    <p>
      <a href="LINK_TO_YOUR_FACEBOOK"> Facebook</a>
    </p>
  </li>
  <li>
    <p>
      <a href="LINK_TO_YOUR_TWITTER"> Twitter</a>
    </p>
  </li>
  <li>
    <p>
      <a href="LINK_TO_YOUR_INSTA"> Instagram</a>
    </p>
  </li>
</ul>
```
Congrats you just built a website!

If you have anymore questions or are confused contact the Club Sports Office, we can help!