

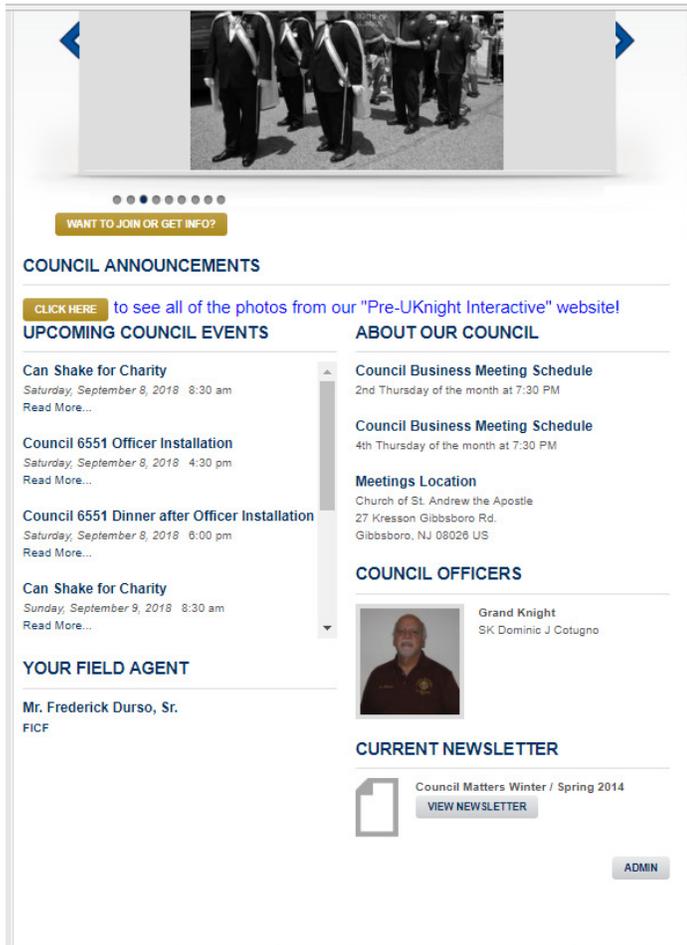
Knights of Columbus (KofC) Saint Jude Council 6551 Social Media Aids & Discussion

25 August 2018

Part 2, Web Page Left Side Menu – HOME, EVENT CALENDAR and PRAYER REQUESTS

The KofC Saint Jude Council 6551 WEB Pages, <http://kofcknights.org/CouncilSite/index.asp?CNO=6551>, have an extensive **Left Side Menu** which leads users to the many pages open to the public but is designed to be used by the **Council Officers, Members, Brother Knights, and Sir Knights** to post activities, events, photos, volunteer hours, etc. in the **MEMBERS ONLY** section which has its own **MENU** items.

Let's take a look at what is behind the **HOME Menu** button in this **SCREEN SHOT (PRTSC)** from my **LAPTOP**:



What you see at the top is the **Slide Show** of selected photos with the ability to pan right or left to see specific photos with a row of buttons below the **Slide Show** showing progress in the show. You may submit photos to kofc_1@juno.com or keithwerner@comcast.net for inclusion in the **Slide Show** or the **Galleries** which will be discussed in Part 3.

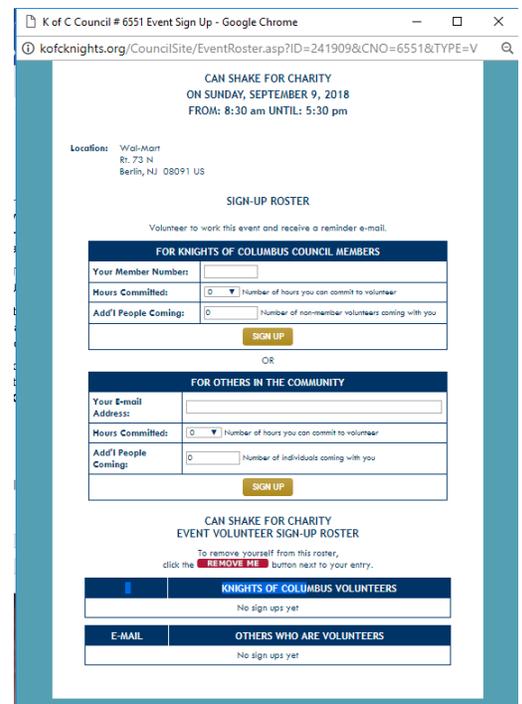
Below the **Slide Show** is a Highlighted Button which says **WANT TO JOIN OR GET INFO** which is primarily for **NON-MEMBER VISITORS** and gives them an e-mail form that goes to the **DEPUTY GRAND KNIGHT** to answer.

Next there is a place for **COUNCIL ANNOUNCEMENTS** that can highlight one or more items from **NEWS & ANNOUNCEMENTS** to appear in this location. At this time it has one button **CLICK HERE** with text **“to see all of the photos from our “Pre-UKnight Interactive” website!”** which covers the period from 2011 to 2014.

Then there is a place for **UPCOMING COUNCIL EVENTS** which comes from the **EVENT CALENDAR** to be discussed on the next page. If the **EVENTS** are entered with a **SIGN-UP** capability, all those interested in **ATTENDING** the event should click

on the **EVENT** in this area and then use the button **CLICK HERE TO SIGN-UP** to attend. At right is the **SIGN-UP Dialog Box**. Once you fill out this form by **CLICKING SIGN-UP** the screen will take you to your own **VOLUNTEER INFO** page where you **CLICK** on **COMPLETE THIS SIGN UP** and then your info shows up in the revised **SIGN-UP Dialog Box**. This may seem like a lot of activity but once you get used to it you will be providing lots of information to the **EVENT COORDINATOR** which saves hours on the phone.

The rest of the **HOME** page is providing information loaded by those assigned to do so by the Grand Knight. You may view the **LAST** or **CURRENT NEWSLETTER** by **CLICKING** on the **VIEW NEWSLETTER** button.



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Part 2, Web Page Left Side Menu – HOME, EVENT CALENDAR and PRAYER REQUESTS (continued)

Here is what is behind the **EVENTS CALENDAR** Menu button in this **SCREEN SHOT (PRTSC)** from my **LAPTOP**:

On the top right is a button labelled: **Show Birthdays** and it does that because the **MEMBER LIST** contains **Month** and **Day** but not year.

It would be nice if we could rig a way to wish **MEMBERS** a **HAPPY BIRTHDAY** automatically like **FACEBOOK** but for now we will have to do that individually.

There is information about the **EVENTS**, their **COLOR SCHEME**, and a **CLICK HERE** button to see what **EVENTS** you are signed up for and advice that you may **CLICK** on any event listed for another method to **SIGN-UP** for **EVENTS** that are not yet listed in **CURRENT EVENTS** on the **HOME** page.

Send an e-mail to me, keithwerner@comcast.net, if you have an event that you want listed. I will have to clear the entry with the **OFFICERS**.

Finally, at the bottom right is a **PRINT CALENDAR** button which allows you to have your own paper calendar. It would be nice to turn on **SHOW BIRTHDAYS** before you **PRINT CALENDAR** so you can see the **BIRTHDAYS** of **MEMBERS**.

the **PRAYER REQUESTS** Menu button as a **LAPTOP PRTSC**:
Note the **CLICK** Button with **SUBMIT YOUR PRAYER REQUEST** at the top right which gets you the **PRAYER REQUEST SUBMISSION** Dialog Box in the center right after an intermediate screen requesting **MEMBER #** and **DOB (MMDDYYYY)**.

Because the **PRAYER REQUEST SUBMISSION** is **CONTROLLED** by **MEMBER #** and **DOB (MMDDYYYY)**

only **MEMBERS** can make **PRAYER REQUESTS**. It is recommended that you make a **NOTEBOOK** entry for your **MEMBER #** and **DOB (MMDDYYYY)** saved to your **DESKTOP** so you can **COPY** and **PASTE** that **INFO** when it is **REQUESTED**.

Note that there is **SPACE** for both the **NAME** and the **REASON (Optional)** on the **PRAYER REQUEST SUBMISSION** form.

Because our **MEMBERS** are not entering their own **PRAYER REQUESTS** we have no choice but to represent the **GOOD OF THE ORDER** Prayer List from the **MINUTES** until **MEMBERS** submit their own **PRAYER REQUESTS**. The **PRINT PRAYER REQUEST** button on the **PRAYER REQUEST dialog box** was designed to support the **GOOD OF THE ORDER** list.

My background in **Social Media** is that I edited and produced our award-winning **Council Matters Newsletter** from **2011** thru **2014** and ran the original award-winning **Web Pages** that hosted our activities, newsletters, and photos.

At right is the result of clicking