Site Launch Consulting

Who should attend? Site Directors (Webmasters) - the key people for developing and planning the site (those who will have access to all features, tasks and pages) - along with those assigned the responsibility of moving the content from the old site to the new Schoolwires site.

Consulting Prerequisites:
- Completion of the Initial Online Training for Site Directors
- Completion of your desired Site Mapping
- Collect images to be used for photo galleries and pages on website
- (optional) Spreadsheet for import of Calendar events
- (optional) Spreadsheet for creation of searchable staff directory

Objectives: To train and assist Site Directors and other key individuals on how to structure - using best practices - as well as assist with moving content from the existing website.

Outcomes/Deliverables:
- Initial Page Layouts & Section Configurations will be built.
- Structure for Site will be set.
- Users will be imported.
- Website migration will begin.

Topics covered in Site Launch Consulting

Website Discussion (Organizing your website)
Overview
- Structure of Site
- Navigation (Enduser)
- Editorial Privileges and Hierarchy
- Viewing Privileges (Groups)
- Accessing Site Manager > Structure within Site Manager > Navigation

Rolling Up Our Sleeves...
- Structuring your Site (setting up all channels for the Center)
- Discussion for different types of apps to use for pages
- Creating Page Layouts & Section Configurations
- Creating the Sections for the website
- Building content and laying out the homepage
- Moving Content into the Site
- Creating a plan for you to continue the migration of the schools content