ParishPlace - Header/Footer

Header: At this time, it is best to have Rich Papalia (814-824-1172) or Kathy Papalia (814-824-1184) help you with a Header logo for your site. Simple text formatting doesn't have the same pizzazz as a stylized logo. The sample below shows the parish name with a Christian symbol and exaggerated ampersand. These are small but simple ways to spice up the Header.

Footer: Website footers are designed to display content using a 3-column format. Column 1 contains your parish contact information which automatically populated from your Parish Profile. Column 3 is blank by default and can contain anything you desire. Column 3 contains icons for popular social media networks by default however some or all of these icons content can be deleted.

Adding text to column 2

1. Log into the Parish Place interface.
2. Click the **Colors Header/Footer** link under the **Manage Site** heading on the left task pane.
3. Click in the **Footer** text box.
4. Type desired text.
5. Use familiar formatting controls on the first row of the ribbon to format your text.

Text size and color

a) Click and drag to select text in the footer.
b) Text size: Choose a **point size** from the **Font Sizes** pulldown menu.
c) Text Color: Click the ▼ to right of the **Text Color** button.
d) Choose a color from the color selector or click **Custom** and enter the Hex number. If your footer is dark, you may wish to choose white for the text color. However, If you choose white it will make editing the text later difficult because the background of text box is white. The <> button reveals the coding and text in the Footer box. The **<>** button on the second row of buttons in the ribbon will allow you to see the invisible text.
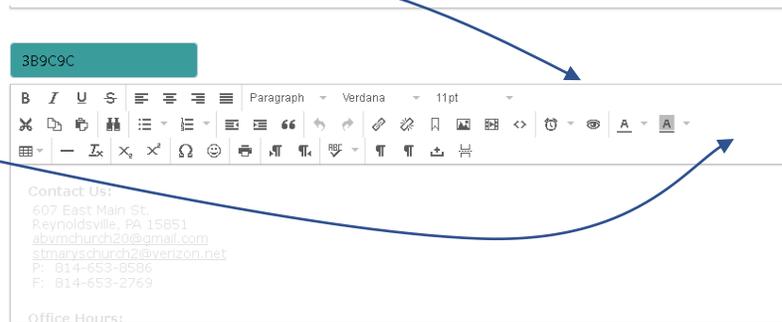
Linking text in Header/Footer

1. Open the page to which you intend to link in another browser tab.
2. Click and drag to highlight the URL in the address bar.
3. **Right click** on the highlighted URL and choose **Copy**.
4. Click the browser tab to switch back to the ParishPlace interface.
5. Click and drag to select the text you wish to set as a link.
6. Click the Insert/edit link button on row two of the ribbon. It looks like a chain link.
7. Paste the URL you copied in the URL field by pressing the **Ctrl** key and the letter **V** at the same time.
8. Type a descriptive title for this link in the Title field. This description will be used by screen readers for people with vision issues.
9. Choose a **Target** from the dropdown menu. "New Window" will open a new window when visitors click the link.

Tips for creating a good footer can be found here:
https://mayvendev.com/blog/15-tips-for-creating-a-great-website-footer