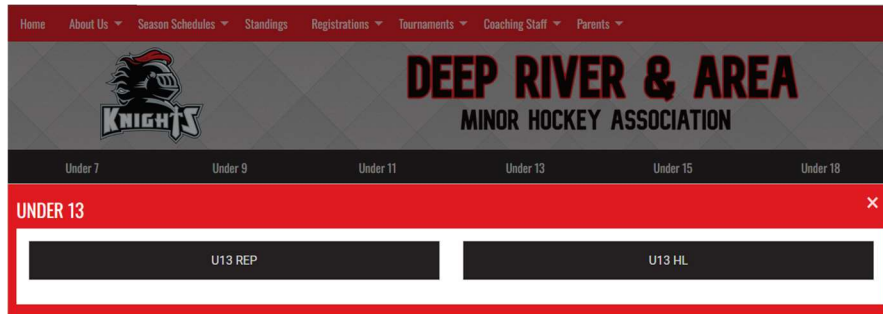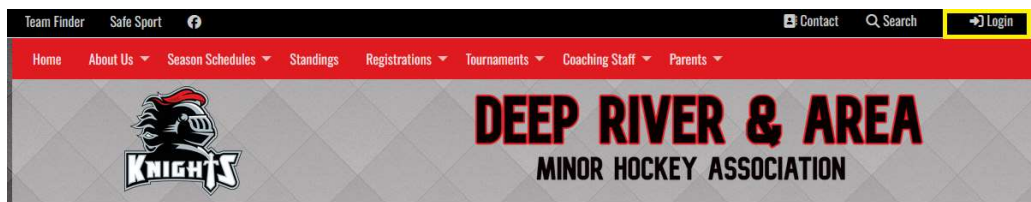# Managing Your Team's Website – News Article Posting

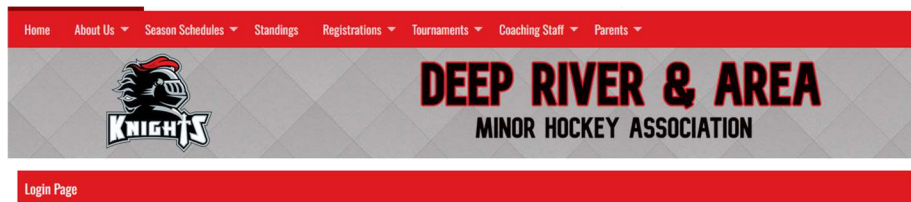Each team has a dedicated webpage under the DRAMHA website.

Each team's webpage can be accessed by clicking on the age, and selecting your team.

To manage your team's webpage, access the DRAMHA website, and click on the "login" button in the top right corner.

You will be prompted to login, your initial login credentials will be provided to you by the DRAMHA web administrator. You will be prompted to change your password.
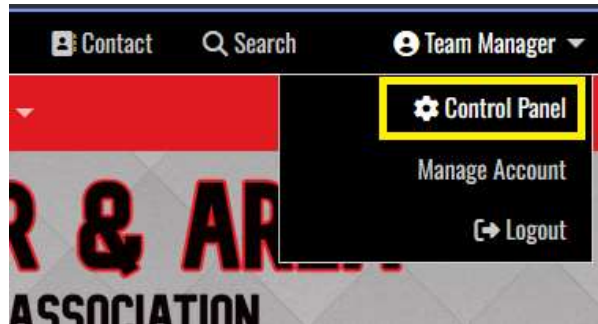
Once logged in, you will be brought back to the DRAMHA website. Click on your account in the top right corner, and select "Control Panel"
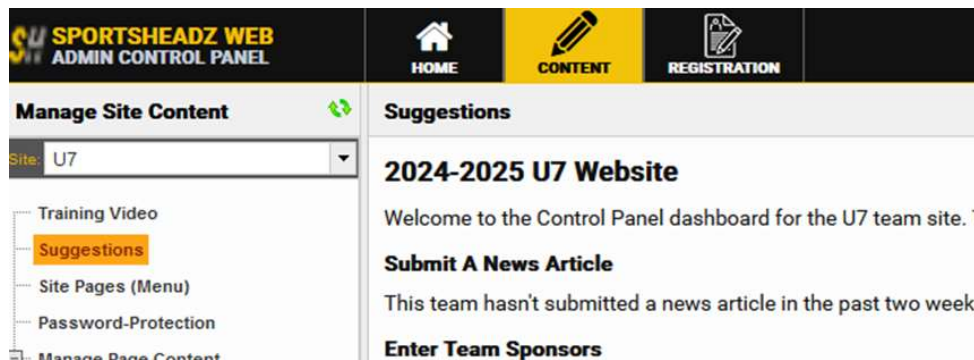

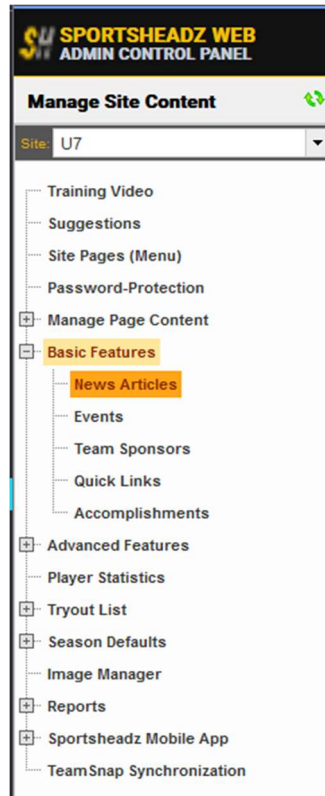You will now be logged into the webpage administration portal.

For the most part, team officials can easily use the portal to post news and informational posts to the team's website, if you would like to take advantage of some of the advanced features, please reach out to the DRAMHA web administrator.
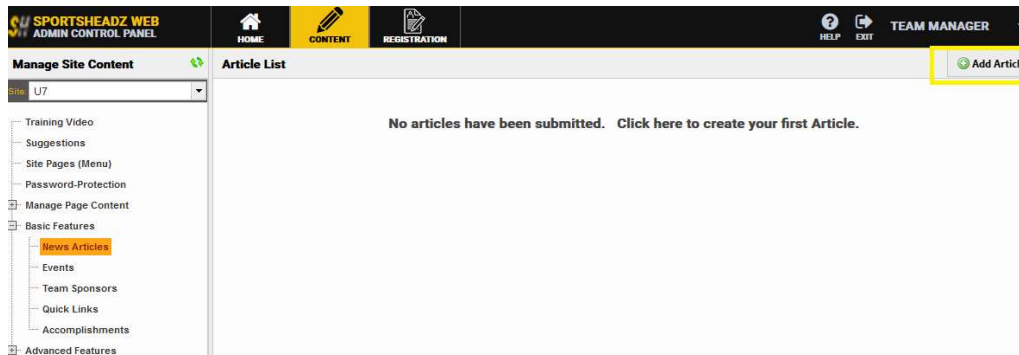
Adding a News Article

Click on the "Content" button in the top menu

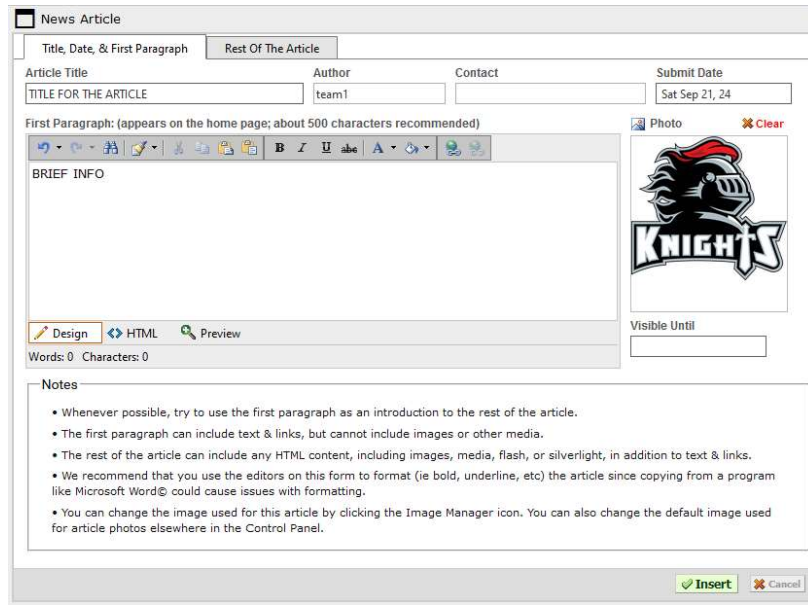Then select "Basic Features" and then "News Articles"

The click the "add article" button in the top left corner.

A pop-up window will appear to create the news article posting for your team's webpage.

The first tab (Title, Date, First Paragraph) provides the field to enter in the article's title, and a brief blurb for the article. This blurb cannot contain links or images. Once the title and first paragraph has been filled out, you can click on the "rest of the article".

The "rest of the article" tab provides the opportunity to put in additional content for the article, as well as allows for the inclusion of links and images. Once your article is complete, click the "insert" button to post the article to your team's page.