

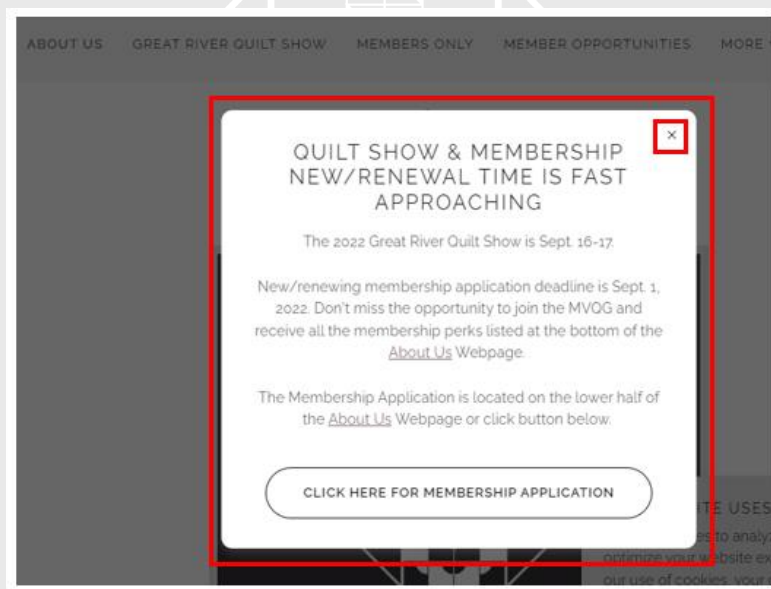
Mississippi Valley Quilters Guild

Website Structure & Terms

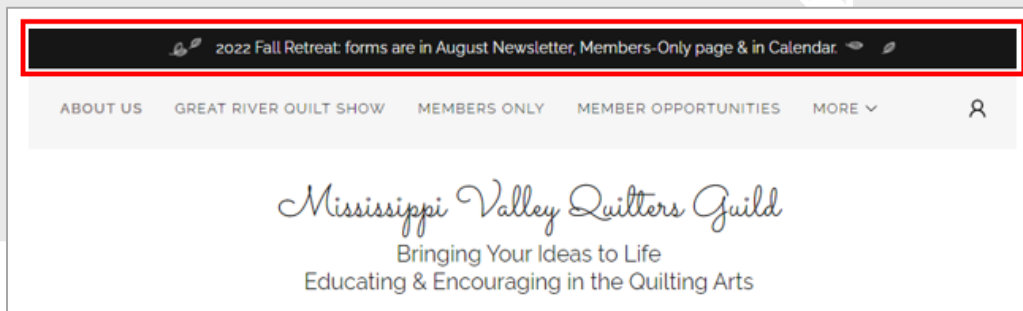
Terms

Pop-Up Window: this will sometimes appear on the Website to direct readers/members to a specific webpage or file, such as the Membership Application during annual enrollment. It is generally used for a specific action and not always on the Website. To make the pop-up go away, click the x in the top, right corner (outlined in red in image below).

An example of a pop-up window is outlined in red below.

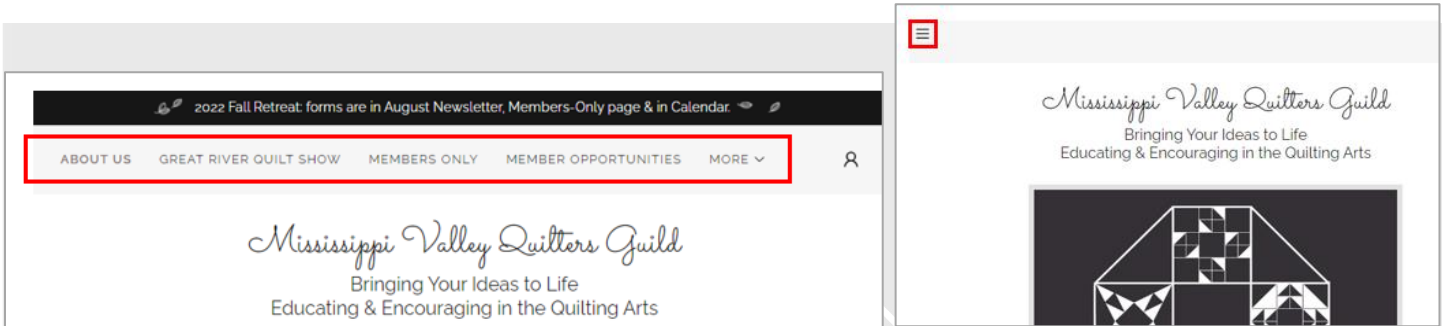


Banner: this is sometimes the very top of the Website. It is generally black and has quick notes. An example of how it may be used is to direct the reader to Fall Retreat registration forms, or Membership Applications, or a new Blog article. Banner example is outlined in red in the image below.

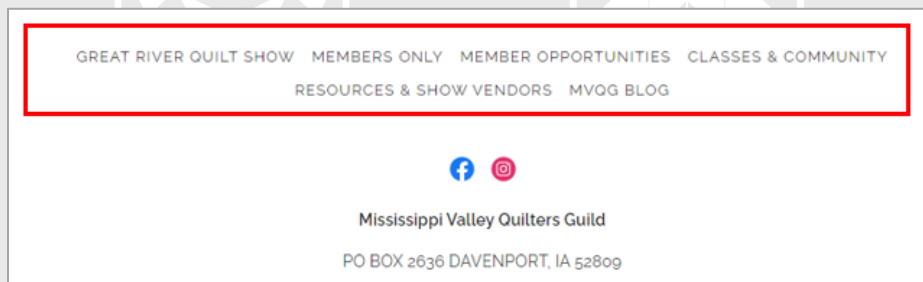


Headings: located at the top of the Website are webpages. Choose the one you want to read.

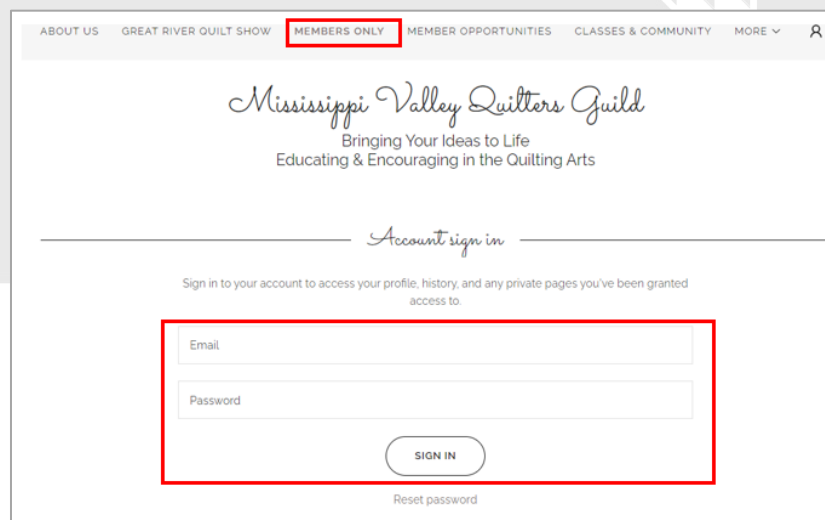
Headings/Webpages examples are outlined in red below. The image on the left shows how the headings/pages may appear when using a computer, laptop or tablet. The image on the right shows how the headings/pages (three vertical lines) appear when using a cell phone or small tablet, or even if you have minimized a computer screen. Click/tap the lines for the “menu” to appear.



Footer: located at the bottom of each page and lists each Webpage, Facebook & Instagram icons that may be clicked on to open our social media pages and mailing address. Footer example is outlined in red below.



Private Page: All webpages except one are public access, meaning no restrictions for most Website users. The only private page is titled “Members Only” and members must be granted access by the Webmaster, after which, may then view content on that page. The Members Only page is the only page that requires a sign-in and looks like the image below.



Website Structure

About Us

- Highlights Section: usually 3-6 boxes with brief information about Guild meetings and current activities.
- About Us: MVQG Mission, Great River Quilt Show paragraph, Membership Application button
- Meeting Info & How to Contact Us: meeting times and location and Contact button to email the Guild.
- Non-Member Subscribe
- Ready to Join MVQG? & MVQG Membership Application: Download current membership form here.
- Membership Perks: list of perks members enjoy during annual membership.

Great River Quilt Show

The location of this page may change. For instance, during a show year, it is the 2nd Webpage available for reading. The content will change as necessary during a quilt show year and is very fluid for the year leading up to the Quilt Show. The structure below was as of the writing of this document in August 2022.

- Show information such as location, times, admission, etc.
- Sponsors & button to click for Vendor list, located on the Resources page.
- General information & bookmarks.
- Quilt Registration Form: which was completed online as a Google document. PDF version was available for those not having a computer/electronic device.
- Files & Documents: Quilt Show Categories, Hanging Sleeve Directions, Challenges, Flyer, etc.
- Quilt Show Raffle Quilt photos & information
- Quilt Show Activities: Raffle Quilt, Raffle Baskets, Quilt Appraisals, Charity Auction, Second-Hand Treasures, Demonstrations

Members Only

This is a private page which requires Member sign-in to view.

- Newsletters Submission Deadline paragraph
 - Button for emailing Newsletter articles to the Newsletter Editor.
- Miscellaneous Files
- Newsletters
- Guild Programs Calendar
- General Meeting Information: day, times, location
- Monthly Meeting Info & Minutes: informational paragraphs
 - Programs & Classes
 - Doohickey Drawing
 - Meeting Minutes
 - Guild Library
- General Meeting Minutes

Member Opportunities

Informational paragraphs outlining different opportunities Members may take part in. Such as Charity Quilts, Sit & Sews, Doll Quilts, Get Away, etc.

Classes & Community

- Informational paragraph
- Classes, Skill Builder & Learn to Quilt
- Community Involvement: Charity Quilts, Habitat for Humanity, Quilts of Valor, etc.

Resources & Show Vendors

This page is usually titled “Resources.” Once the Webmaster is informed of the show vendors, it is added to this page and was temporarily retitled “Resources & Show Vendors.”

- Quilt Show Sponsors
- Quilt Show Vendor List
- Miscellaneous Files
- Resources & Links: organizations such as Iowa Quilters Guild, Iowa Quilt Museum, Modern Quilt Guild, National Quilt Museum and Quilts of Valor.

MVQG Blog

This page houses MVQG Blog articles written as information-sharing, current news and updates, or fun tidbits.

Note: After a new Blog article has been posted, the Webmaster may schedule email notifications to all Subscribers, not just Members. However, only Members (with private-page access) receive the monthly email Newsletter notification when the Newsletter has been posted to the Website.

