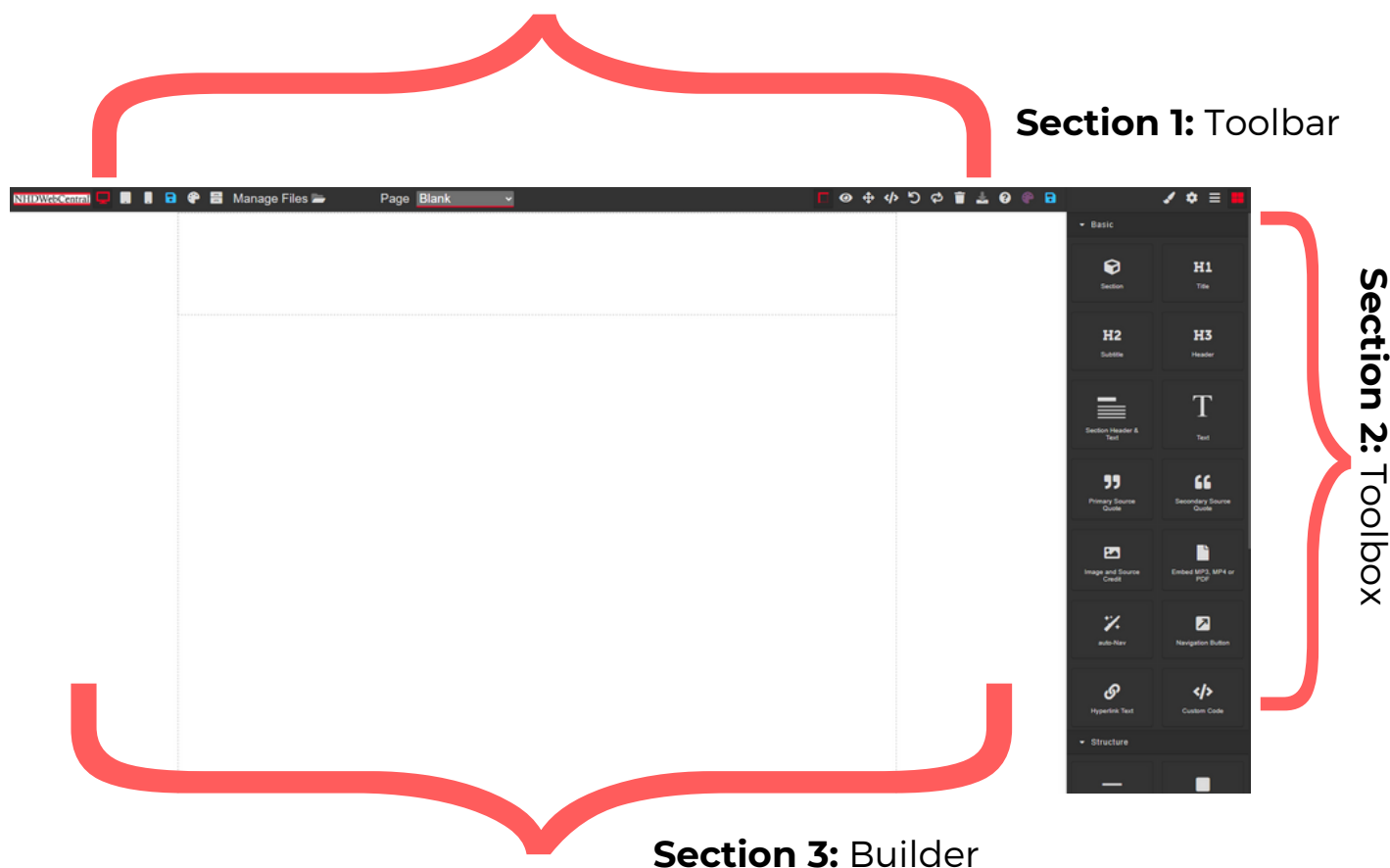


 **Click here** to follow along with the step-by-step instructional video.

NAVIGATING THE WEBSITE BUILDER

NHDWebCentral® has several key features to help you build your website. When you log in and click the blue **Edit Site** button, you'll be taken to the website builder. This builder has three important sections.



Section 1: The Toolbar

This is like the "remote control" for your website. It has buttons for managing pages, saving your work, showing or hiding borders, previewing your site, going full screen, exporting, undoing, redoing, clearing a page, importing, and getting help.

Section 2: The Toolbox

Think of this like a toolbox with all your tools to build your website. This includes all the blocks you can drag and drop to make your website.

Section 3: The Builder

This is where you build your website. You drag and drop elements from the Toolbox here. It's like your canvas, where you see how all the pieces fit together on your page.

NAVIGATING THE WEBSITE BUILDER (CONT.)

Section 1: The Toolbar

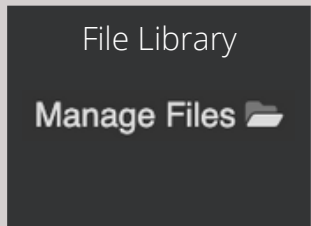
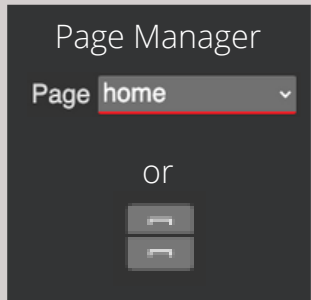
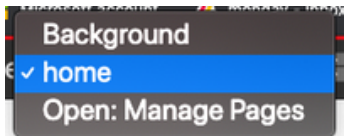


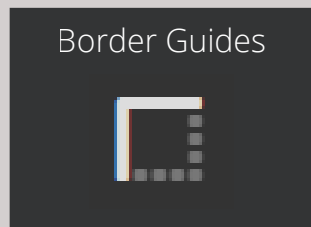
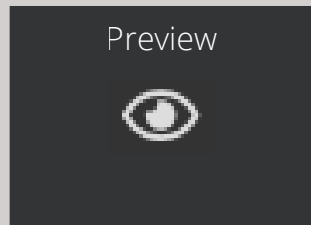
Button	What it looks like	What it does
Desktop View 		Usually, you'll want to use Desktop View . It shows how your website looks on a computer, just like how judges will see it.
Tablet View 		Tablet View lets you see how your website will look on a tablet.
Mobile View 		Mobile View lets you see how your website will look on a mobile phone. But remember, you can't edit your website on a mobile phone.

Note about Toolbar

The **Save** and **Palette** icons will appear twice in your toolbar if you have a large screen.

NAVIGATING THE WEBSITE BUILDER (CONT.)

Button	What it looks like	What it does
		The File Library is like your storage room for all the pictures and videos you add to your website. These files need to stay in the library so they can show up properly on your website.
		You can pick the page you want to work on from the Page menu. You can also add, remove, or change the names of pages by choosing Manage Pages from the menu or by clicking the file cabinet icon.

Button	What it does
	When you're creating your website, you might notice lines around things like text boxes. You can make these lines disappear by clicking the Border Guides button. Click it again, and they'll come back. It's usually better to keep the borders on. Viewers won't see them when they look at your website.
	If you want to see how your website looks to others, click the Preview button (it looks like an eye). Your website will open in a new tab. When you're done, just close that tab or go back to the tab where you were editing.

NAVIGATING THE WEBSITE BUILDER (CONT.)

Full Screen



If you want a bigger screen to work on, click the **Full Screen** button. When you're finished, press the 'Escape' (ESC) key on your keyboard to go back to normal.

Export Code



This button works for each page. You can use it to create a ZIP file with your HTML and CSS for that page. Or, you can copy and paste the HTML and CSS from each column to where you want them.

Undo



If you mess up, click the **Undo** button to go back one step.

Redo



If you accidentally go back too far, click the **Redo** button to bring back the last thing you 'undid.'

Import Code



You can use the **Import Code** button to bring in or write HTML code. But remember, it's not necessary. It's better to add code before building a page to avoid any issues. **Note:** The editor doesn't support JavaScript, so if you try to use it, it won't work.

Clear Page



Clicking the **Clear Page** button erases everything on the current page and makes it blank again. But don't worry, it will give you a warning before doing that. If you accidentally clear the page, just hit the **Undo** button to bring everything back. And remember, this button won't delete your entire website, just clear one page.

NAVIGATING THE WEBSITE BUILDER (CONT.)

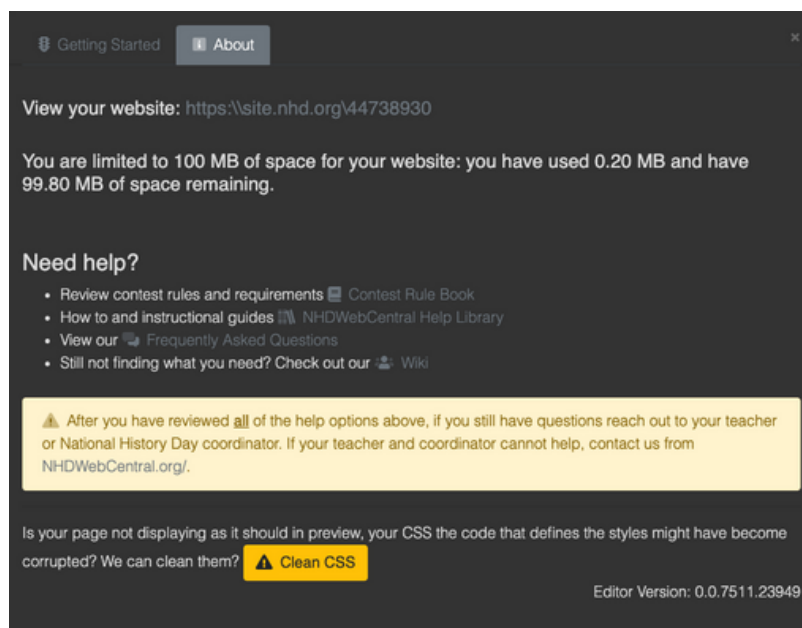
Help



Click the **Help** button to switch between the **Getting Started** and **About** tabs. These tabs have guides and videos from NHD to help you build your website. If your questions aren't answered, you can find a **Contact Us** form on the **About** tab.

Clean CSS Button: Under the **About** tab, there's a yellow **Clean CSS** button. You can use it to fix any style issues with the coding on your **current page**.

Show on Start Prompt: When you first open the editor on the **Getting Started** tab, you can uncheck the **Show on Start** prompt if you don't want it to appear every time.



Palette



If you want to make your website look the same on all pages, click the **Palette** icon. It opens the **Site Theme Manager**, where you can create a consistent design theme or select a preset theme.

Save



The website won't save your changes by itself, so be sure to save your work often. Click the blue **Save** button. When you do this, a green **Saved!** pop-up box will appear. That means your work has been saved.

NAVIGATING THE WEBSITE BUILDER (CONT.)

Button	What it does
Block Styling 	You can use the Block Styling button to change things like font, how text looks, where it's placed, and additional formatting options.
Gear 	You can ignore this button because it doesn't do anything.
Layers 	You can ignore this button because it doesn't do anything.
Blocks 	When you click the Blocks button, you'll find all the things you need to create your website. You can simply drag and drop these Blocks onto your pages to build your site.