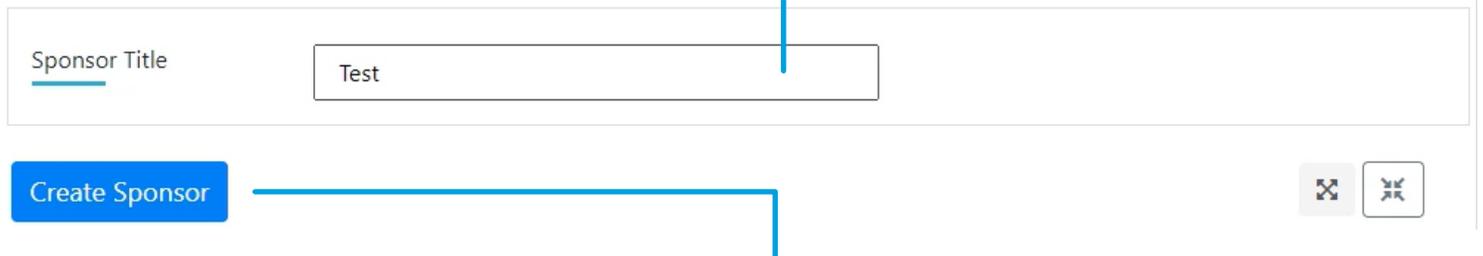


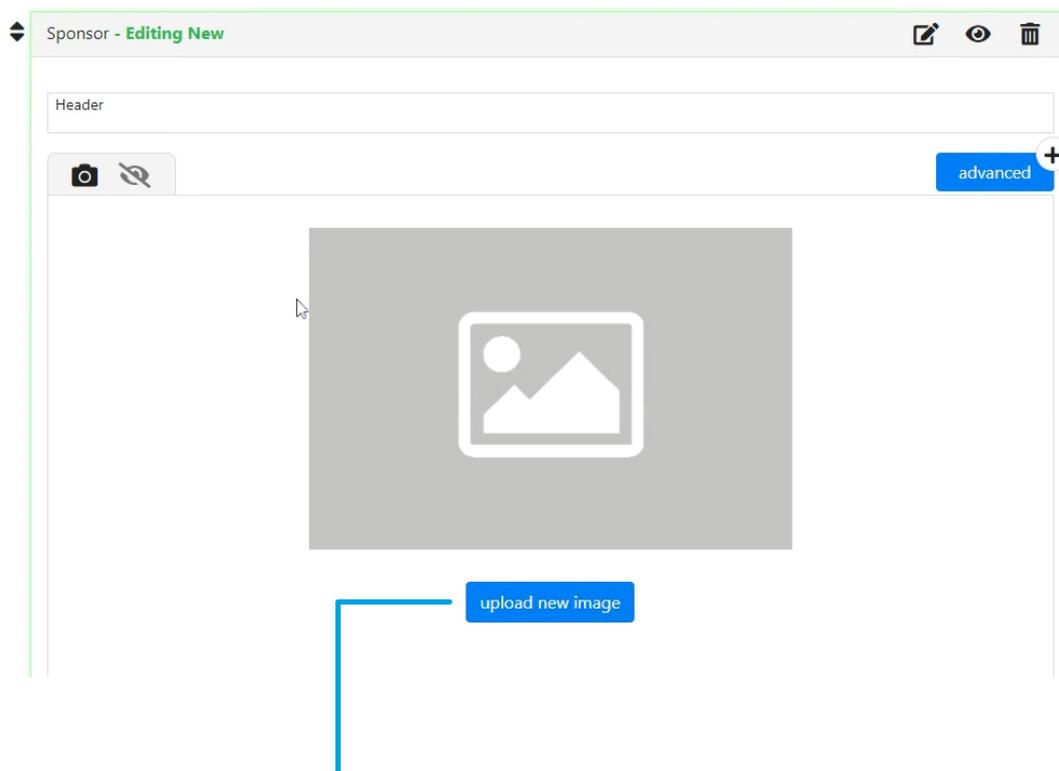
This is a walkthrough on how to update your Sponsor Slider.

1. At the top, you will see Sponsor Title. This will be the text that displays above your Sponsor Slider.



2. To create a new sponsor, select the Create Sponsor button.

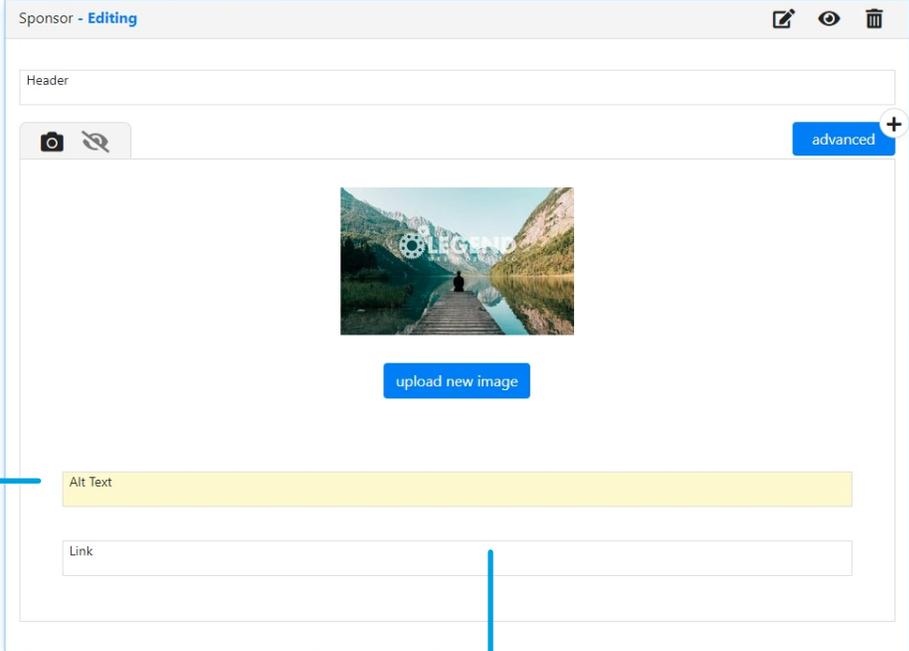
3. This will populate a new image block where you will be able to upload your sponsor image.



4. To begin, select the Upload New Image button and choose an image from your device.

5. After your image is uploaded, you will see a preview of the image.

6. There is an option for a header. This is used for organizational purposes and will not appear on the website. Within this block, you can type the name of the sponsor that relates to the image.



The screenshot shows a web editor window titled "Sponsor - Editing". At the top, there is a "Header" text input field. Below it is a toolbar with a camera icon and a crop icon. To the right of the toolbar is a blue button labeled "advanced" with a plus sign. The main area displays a preview of a landscape image with a wooden bridge over a river, with the "LEGEND" logo overlaid. Below the image is a blue button labeled "upload new image". At the bottom, there are three input fields: "Alt Text" (highlighted in yellow), "Link", and an empty field.

7. Next, you will input alternative text. This is a short description of what the image is of or what is happening in the image. This is important in case someone is using a screen reader to read the website back to them.

8. Lastly, there is an option to insert a hyperlink to redirect the site user when they click on the image.

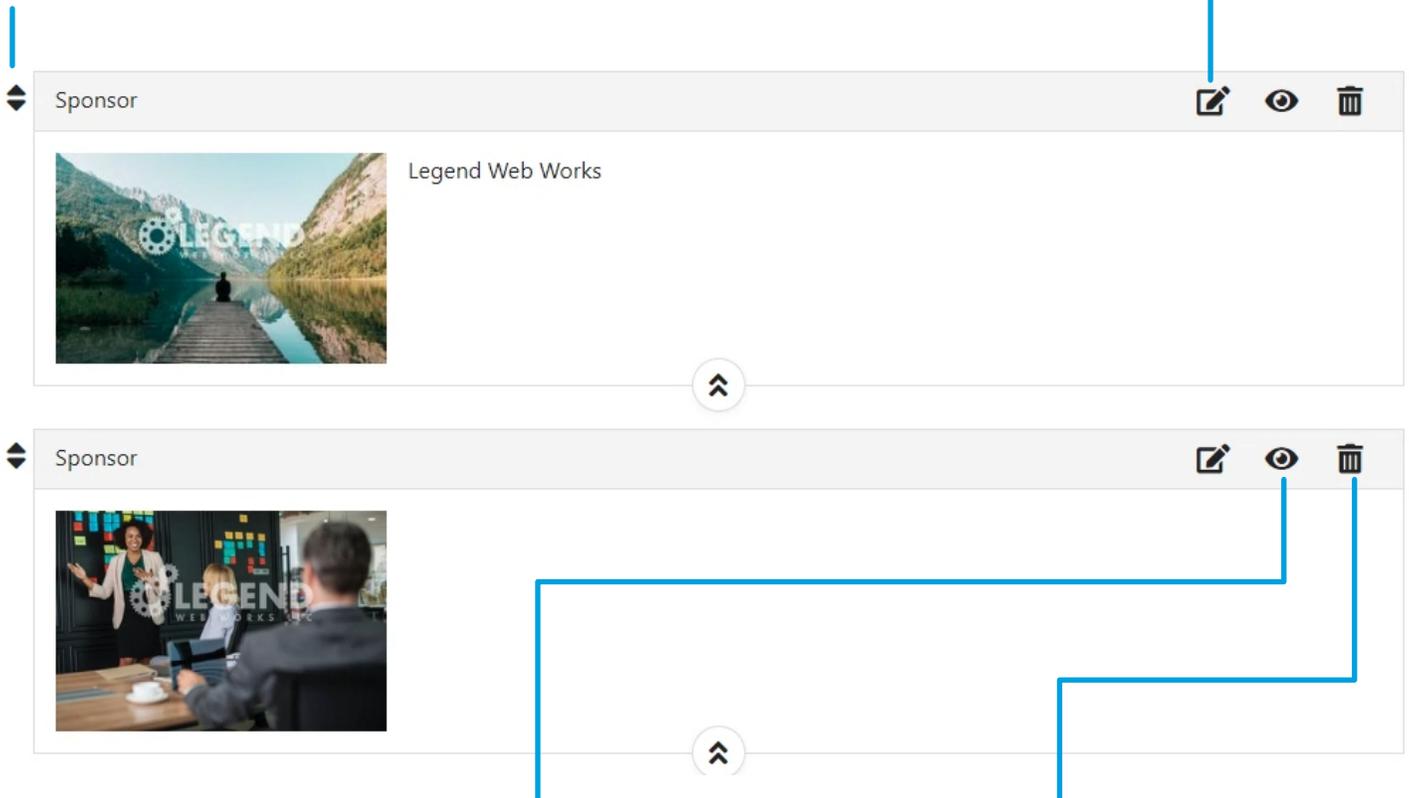
9. When you are done, select Save.



10. You will then see a list of all of your sponsors.

11. You may edit these sponsors by selecting the pencil icon.

12. You can also click and drag the arrows on the left side of the sponsors to change the order they appear in on your website.



13. You can click the eye on the right side to hide the sponsor. You can click again to make it appear. The only person who can view hidden sponsors are those logged into the admin tools.

14. Lastly, you can use the trash can icon to delete the sponsor.

*For any additional questions please contact support or your new development manager.*