Libraries Win Website Services
Website Service Outline

1. Libraries Win staff will organize a virtual meeting for libraries interested in website services.
2. Libraries Win staff will draft a basic WordPress website using the Divi theme.
   a. Five pages
      i. Home, About/Contact Us, Services, Programs, …
   b. Content gathered from current website and library webmaster as appropriate.
3. **Library webmasters will be responsible for editing content and adjusting design.**
   a. Libraries Win staff will generate a username and password.
   b. Library webmasters will consult the [Elegant Themes Divi Tutorial videos](#) before consulting with Libraries Win staff. Key resources listed below.
      i. [Learning the Basics](#)
      ii. [Using the Builder](#)
      iii. [Divi Modules](#)
4. Libraries Win staff will organize two co-work days a year.
   a. Library webmasters will work together in the same space.
   b. Libraries Win staff will review aspects of WordPress, Divi, and website practices.
5. Libraries Win staff will organize virtual meetings as needed to review or explore current and future new website options.
6. Libraries Win staff will distribute communications via a listserv to libraries using the website services service.