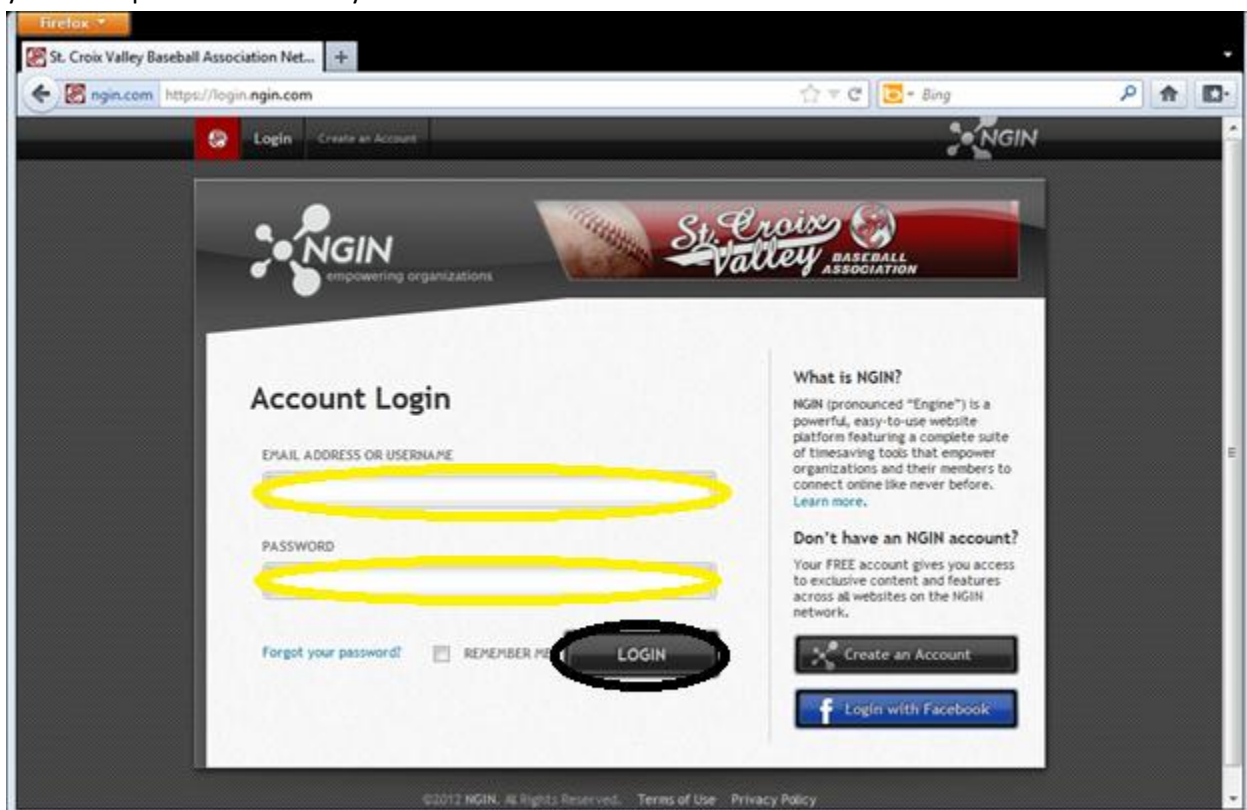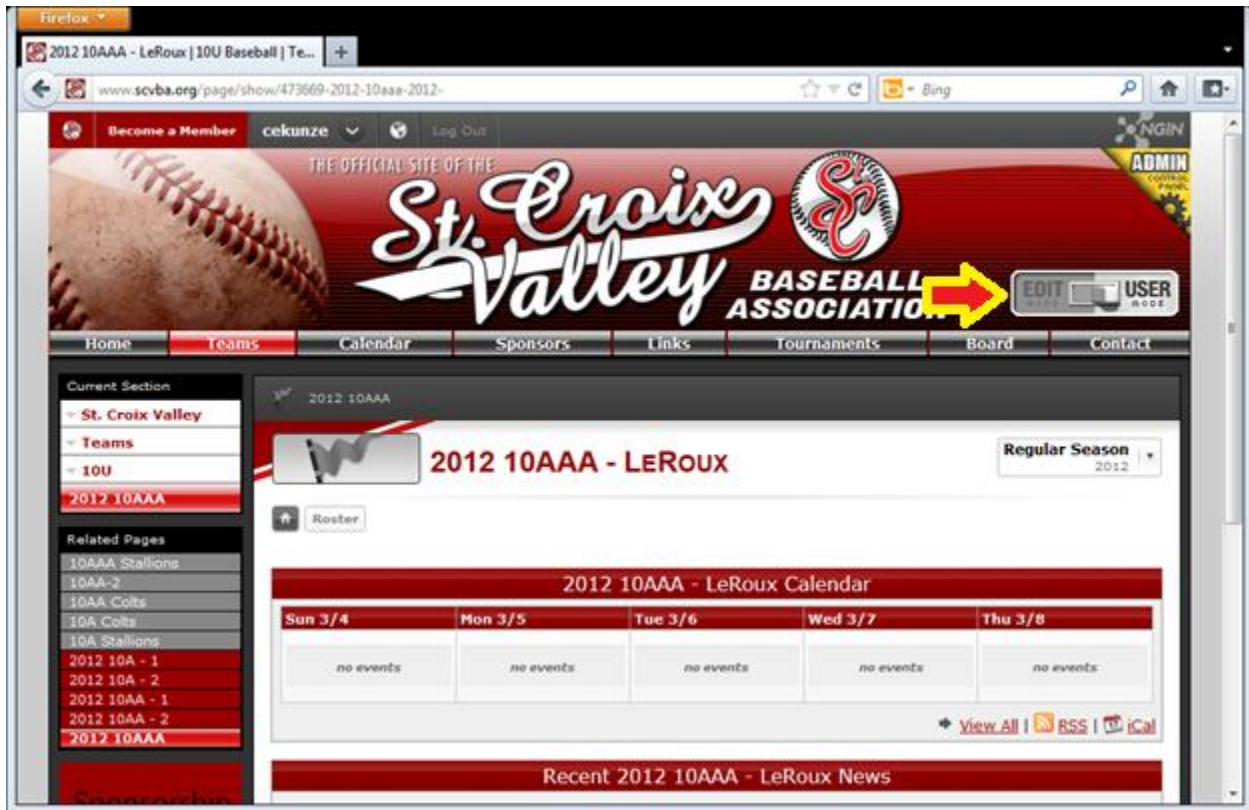1. From the home page (www.scvba.org), click Login.
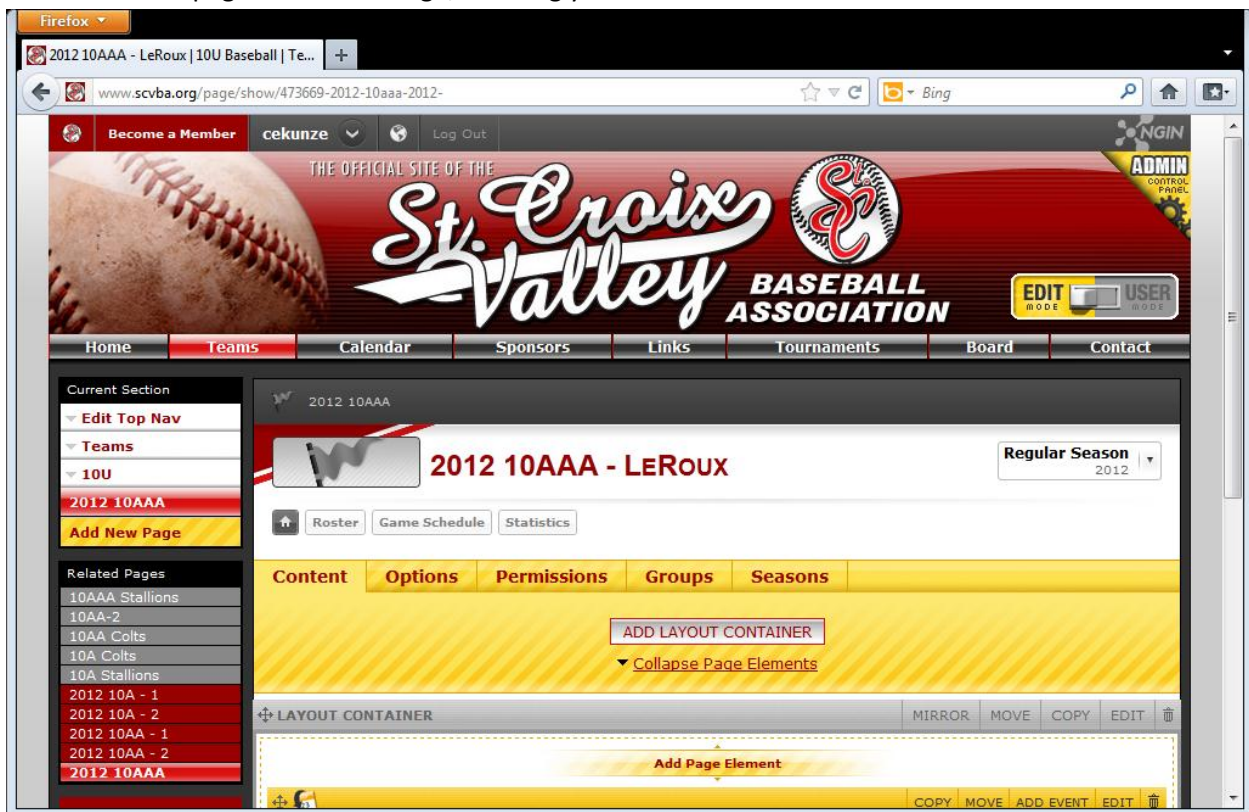

2. Enter your credentials and click the LOGIN button. These credentials are the same credentials you used to sign your son up for baseball this year.
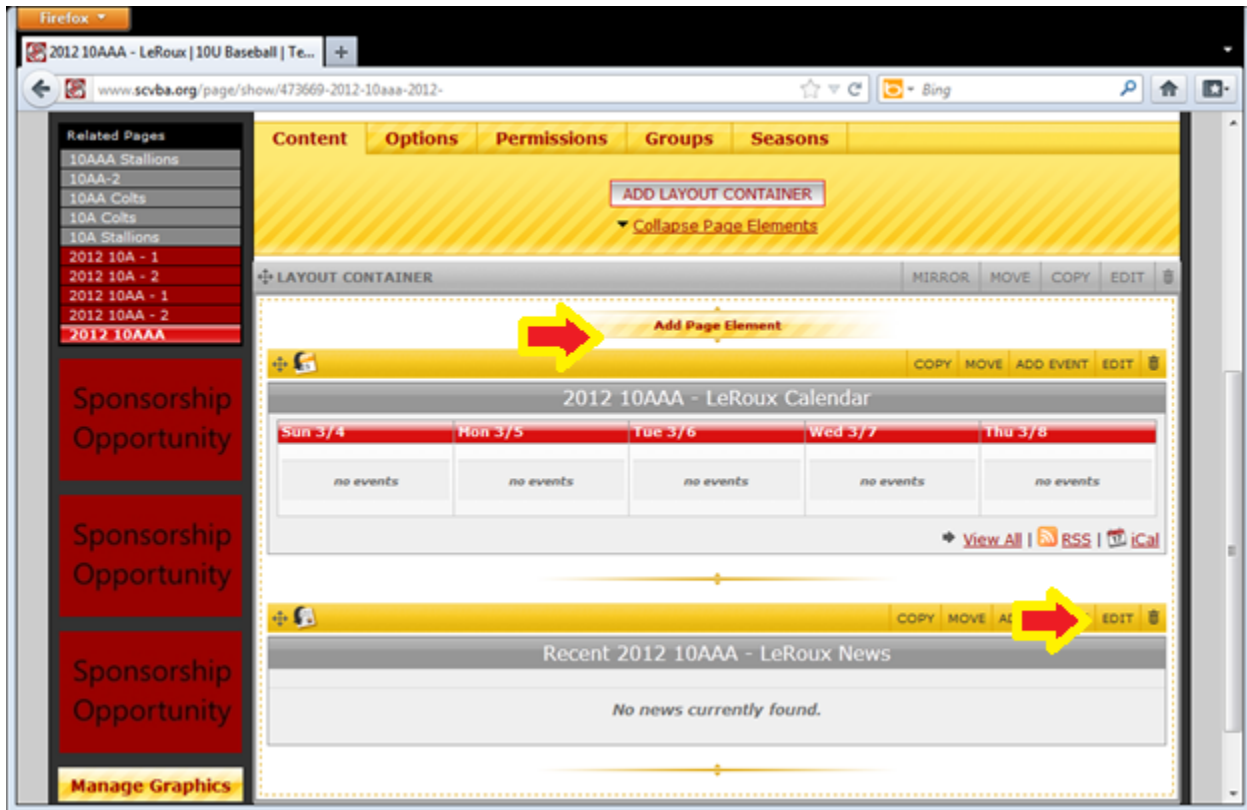
3. Go to your team page. If you have permission to edit any pages, you will have a EDIT/USER toggle switch in the upper right. Click that switch.

4. The look of the page will now change, allowing you to add content.

5. Click on Add Page Element to add additional content, click on EDIT to edit existing content, or click on the trash can to delete existing content.

6. There are many different types of page elements that can be added to team pages. The list below are the page elements that can be added.
   a. Text Block - Perfect for adding subtitles and general text to your page. Use the formatting options to customize the display and add links. You can also ad an image to your Text Block.
   b. Single Photo - Upload a single photo or image to display on your page.
   c. Document - Upload a document to your page. Users can then easily download this file in its original format. The document will also be accessible from the Document Finder Page (if applicable to your website) found on the top horizontal menu bar.
   d. Link - Create a link to another page within your website, or link to another site altogether.
   e. Contact - Think of it as a "Digital Business Card" that cleanly displays and formats an individual's contact information.
   f. Sponsor - Great for displaying a sponsor's logo, website, and contact information.
   g. Photo Gallery - Create Photo Gallery and upload a collection of photos that will display in a slide show format. Your Photo Gallery will also be accessible from the Photo Gallery Finder Page (if applicable to your website) found on the top horizontal menu bar.
   h. News Aggregator - Creates a preview list of News Articles associated with selected Tags. Once added to a page, features the ability to create new News Articles.
   i. Event Aggregator - Creates a preview list of Calendar Events associated with selected Tags. Once added to a page, features the ability to create new Calendar Events.
   j. Video - Add a video to your page.
   k. Audio - Upload an audio file to your page
   l. Page Divider - Help organize page content for easy viewing by adding a Page Divider.
   m. Table Builder - Create a formatted table to display data.
   n. Code - Add custom HTML code using this element.
   o. Site Map -Create a dynamic site map to pages located below the current page.

p. News Slideshow - Create a news slideshow using the images and teaser text from News Articles.

q. Comment Stream - Enhance user interactivity by adding commenting functionality.

r. Feed Reader -Add a feed from an external source to your page.

s. Countdown Timer - Display a countdown to a specific date and time.

t. Facebook - Create a link to allow users to share via Facebook

u. Flash File - Upload a flash file to your page.

v. Registration Link - Add a link to your registration.

w. Survey Report - Display a report from a survey on your page.

x. Power Poll - Add a poll to your page.

y. MailChimp List Subscription Form - Provide a form for site visitors to subscribe to a MailChimp mailing list from your page.

z. Apparel Store Showcase - Promote your apparel store. Show a preview of apparel items and a direct link to your store.

aa. US Map - Add an interactive map to your page

bb. Weather - Display the current weather on your page.

cc. Streaming Video - Add streaming video to your page.