



Adding Content to your Team Page

Welcome to your Team Home Page, it's now up to you to begin adding content. You can find all page builder elements in the center content panel. Add text, photos, galleries, tables, and more. You'll notice that when you click into each page element there is a brief description about the element and its functionality; however if you have any questions, please come back to the [knowledgebase](#) or contact our support team (support@tstmedia.com) for additional help. Once you have added content, you can drag and drop the elements to rearrange the layout. If your site has the Fluid Layout Design option available, you can use the "Layout Containers" to create columns to vary the layout of your Page Elements.

Log In

Enter your user name and password.

Select EDIT MODE (It looks like a light switch on the right side of your team page)

Select Add Page Element and choose a page element from the list below to add to your team webpage.



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 add an image to your Text Block.

Single Photo

Upload a single photo or image to display on your page.

Document

Upload a document (DOC, PDF and XLS) 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.

Link

Create a link to another page within your website, or link to another site altogether.

Contact

Think of it as a "Digital Business Card" that cleanly displays and formats an individual's contact information.

Sponsor

Great for displaying a sponsor's logo, website, and contact information.

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.