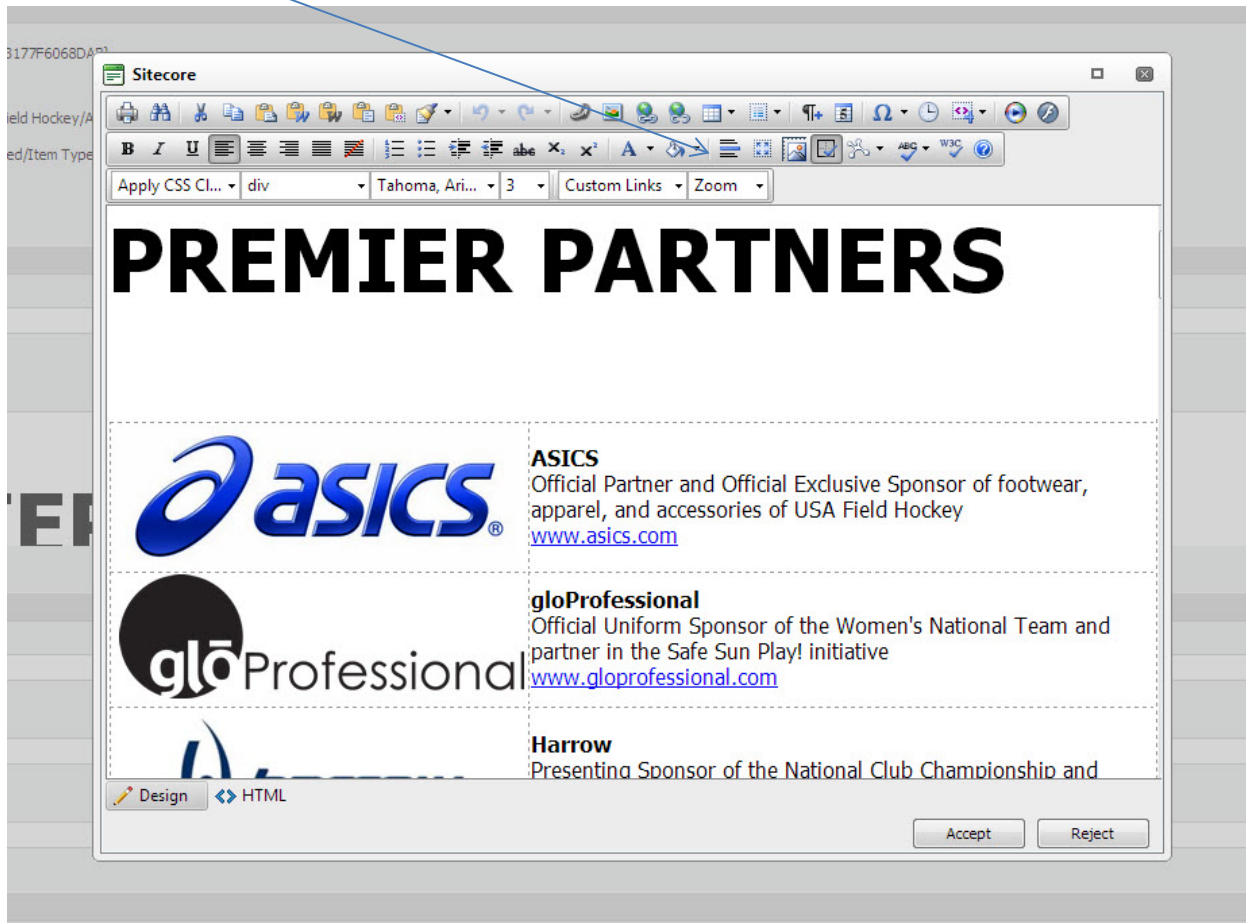


HOW TO: Create a link to your sponsor page from the Home Page Sponsor Graphic

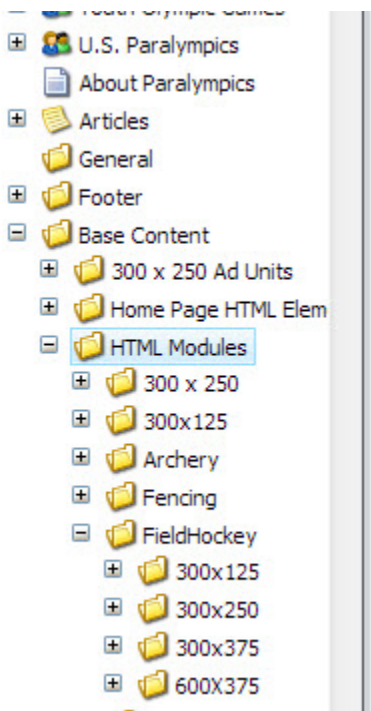
- In Sitecore you would first need to create a Sponsors page. This could be a full page if it is standalone or an “NGB Content with Left Nav” if other pages can also be linked.
- All graphics associated to this sponsor page must be uploaded and published to the media library prior to building the page.
 - Field Hockey Example: <http://www.teamusa.org/USA-Field-Hockey/ABOUT/Sponsors.aspx>
- After creating the page, open the Show Editor under Page Title and Text and build a table with the table button



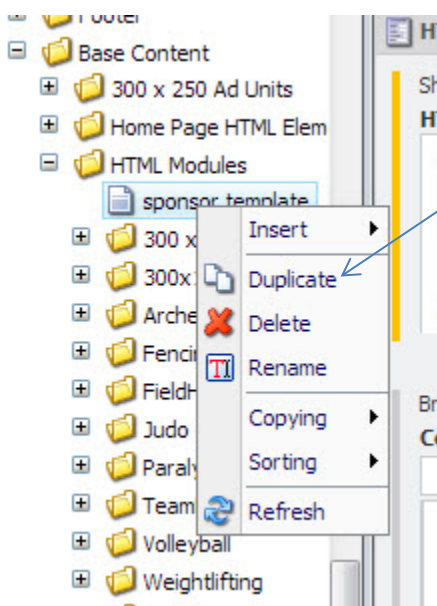
- This table should be 2 column by how ever many sponsors you have. You can then put the sponsor logo in the left hand column and a description and link in the right hand column. (If you have 4 sponsors, you would build a 2 column by 4 row table)

Once this page is built and published, you can now set the link on the home page.

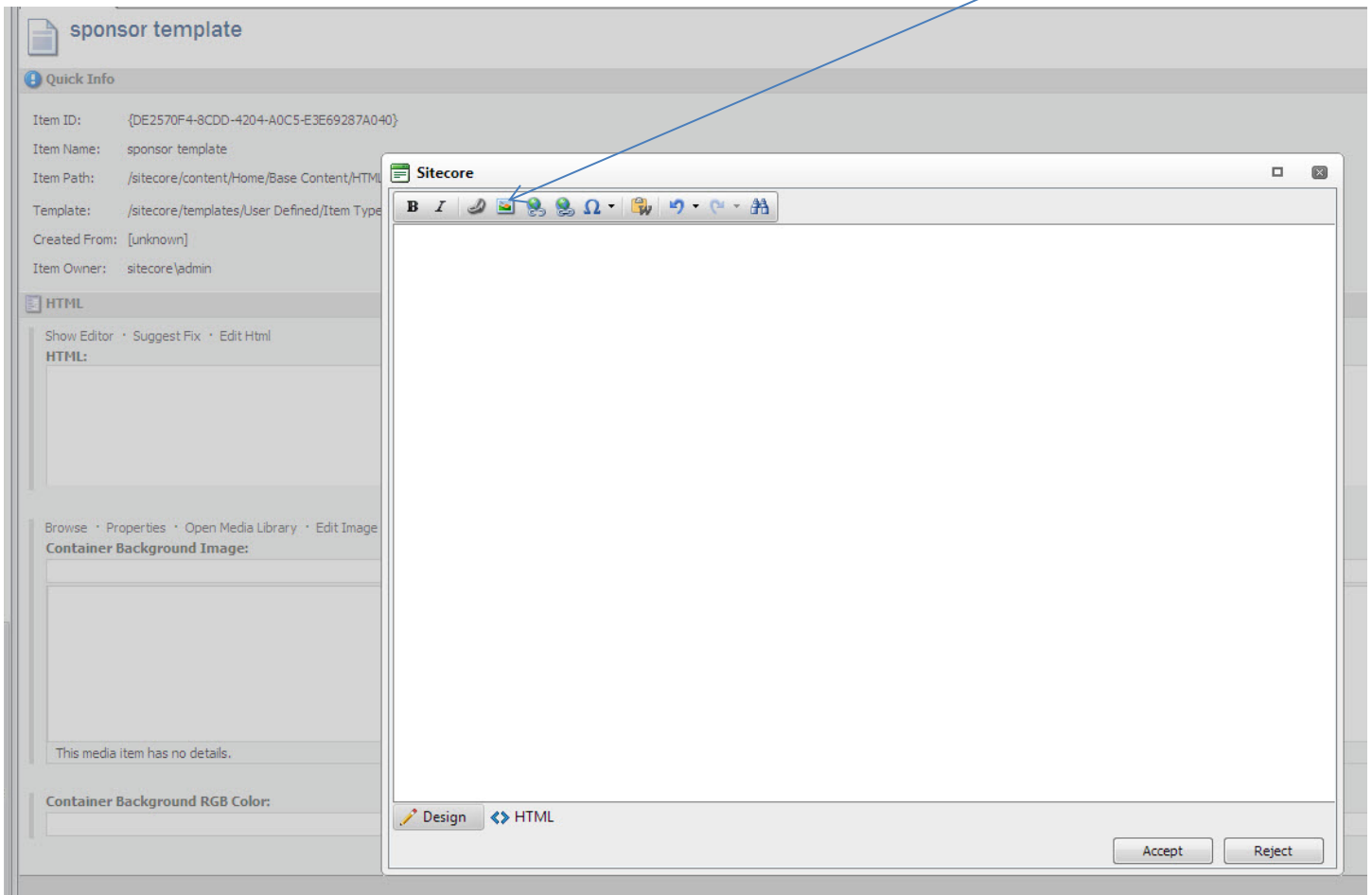
- Once again, the graphic that will be on the home page must first be uploaded and published to the media library.
- In the CMS Content Tree you will see a folder called “Base Content” under this folder is a folder called “HTML Modules” You can create a folder under this folder for your NGB and then build folders under that for the specific creative size (below Field Hockey has a folder for each size on the home page)
- For the Sponsor Graphic, this will be a 300x125 creative



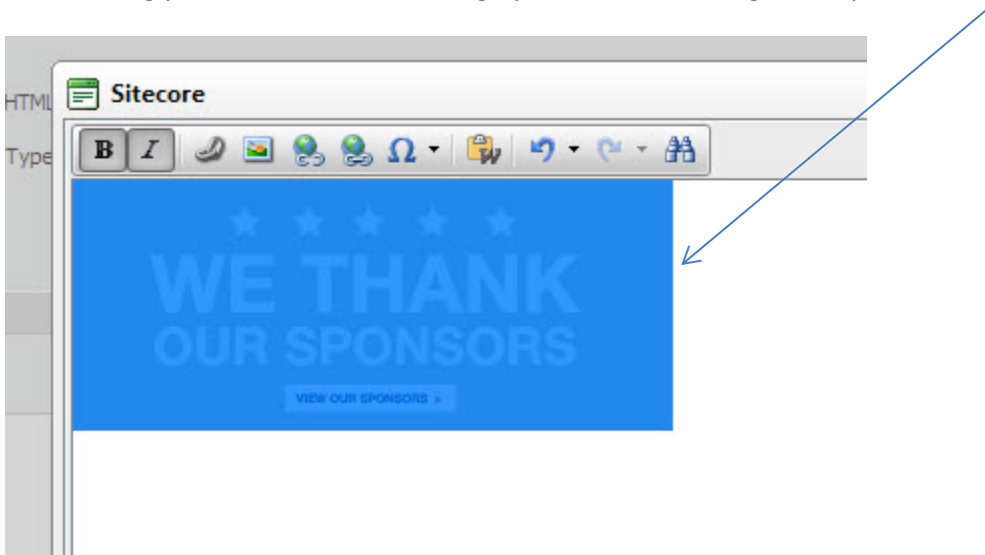
- The easiest way to get the correct content type for the creative is to copy it from the “Sponsor Template” located below the HTML Modules folder.
- Right click on the sponsor template content type and click duplicate and name this for your NGB “(BoxSponsor)”



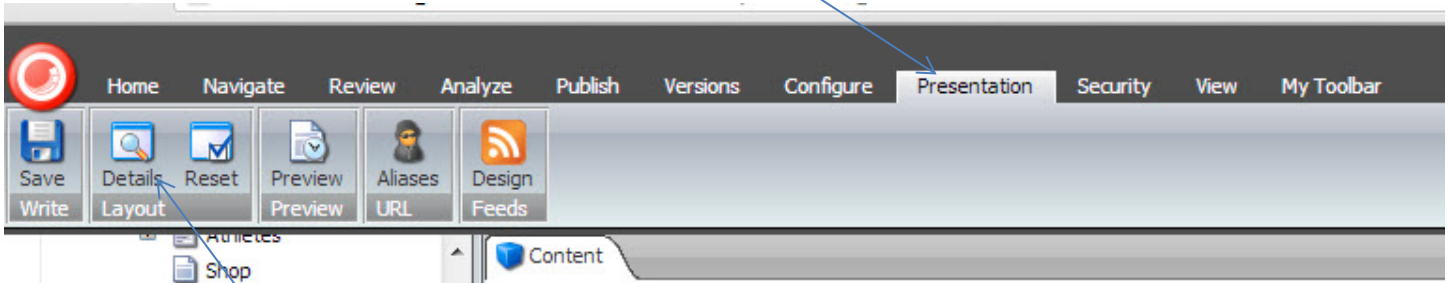
- Right click on this newly created content type and click “Copying” and move it to the 300x125 folder you created in the previous step.
- Once the content type is in your 300x125 folder, you can then edit the content type by clicking on the “Show Editor” under the HTML section of the content.
- Once the editor window is open, you can click on the image icon to link the sponsor graphic



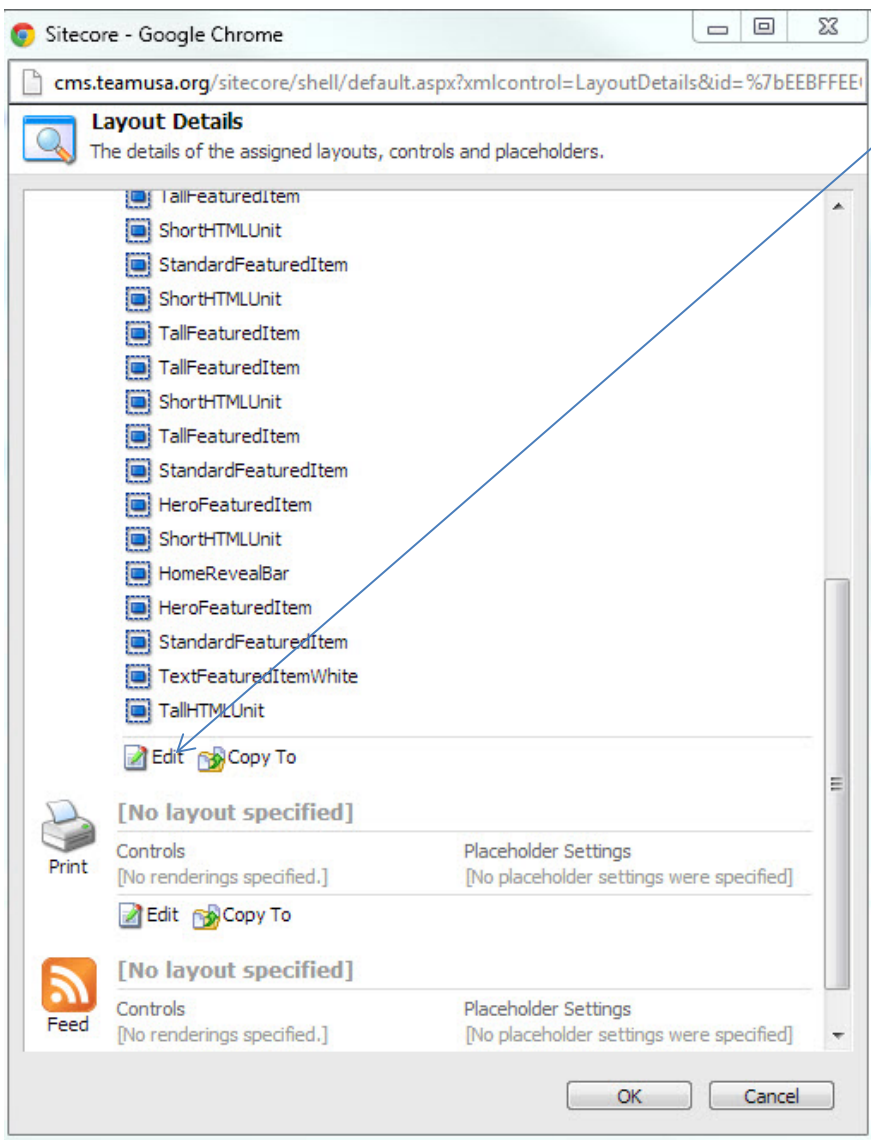
- Browse to the sponsor graphic in the media library and select the graphic.
- Drag your mouse over the new graphic from bottom right to top left until it turns blue



- Click on the Globe link and link to your sponsors page that you created at the beginning of this tutorial (you can do this by navigating to the page you created and copying the url)
- Then to add the graphic to your home page, you will have to log in to Sitecore as the admin user for your NGB
- Once logged in, you should see a “Presentation” tab at the top

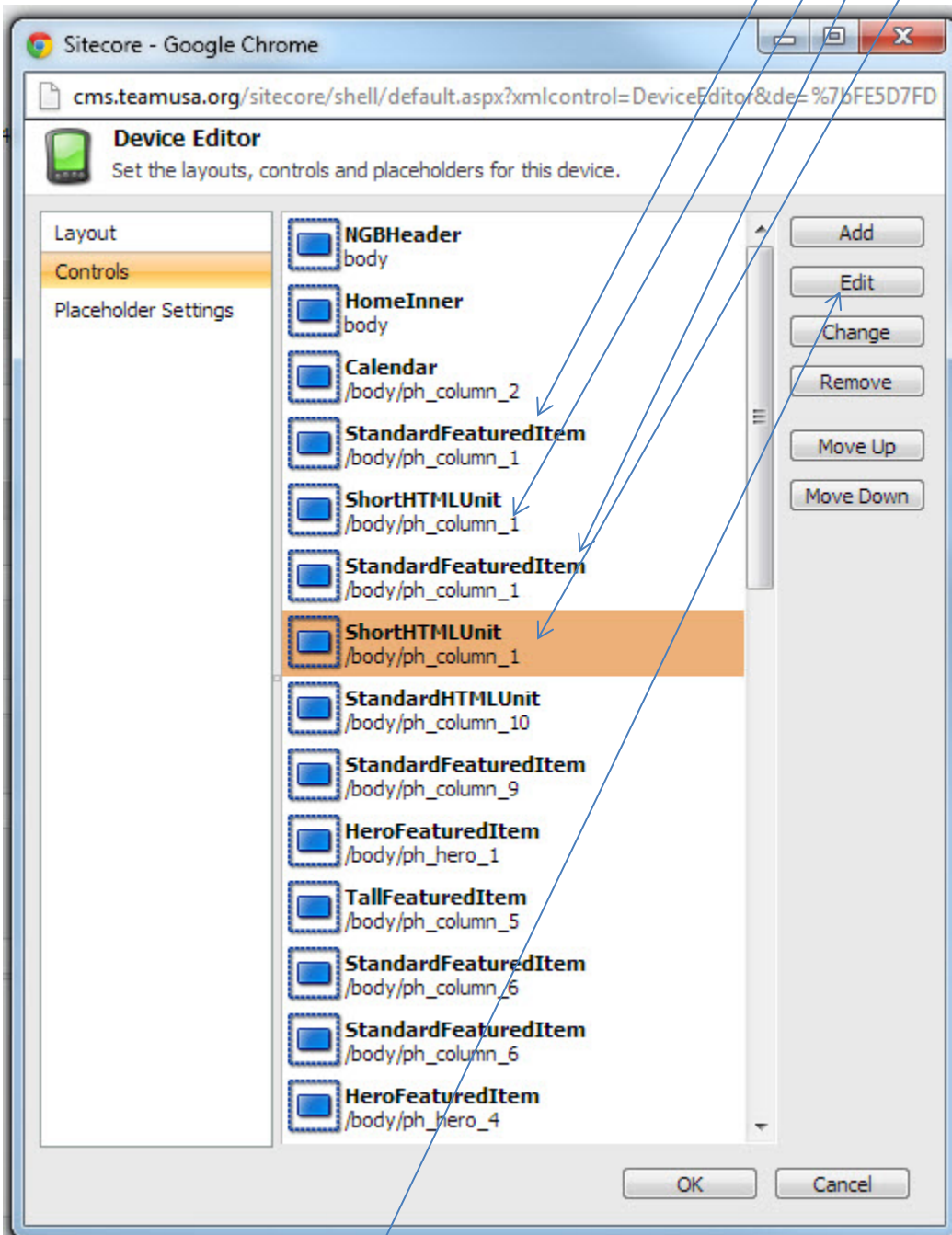


- Click the details option scroll down this window and click edit at the bottom of the Site Layout section



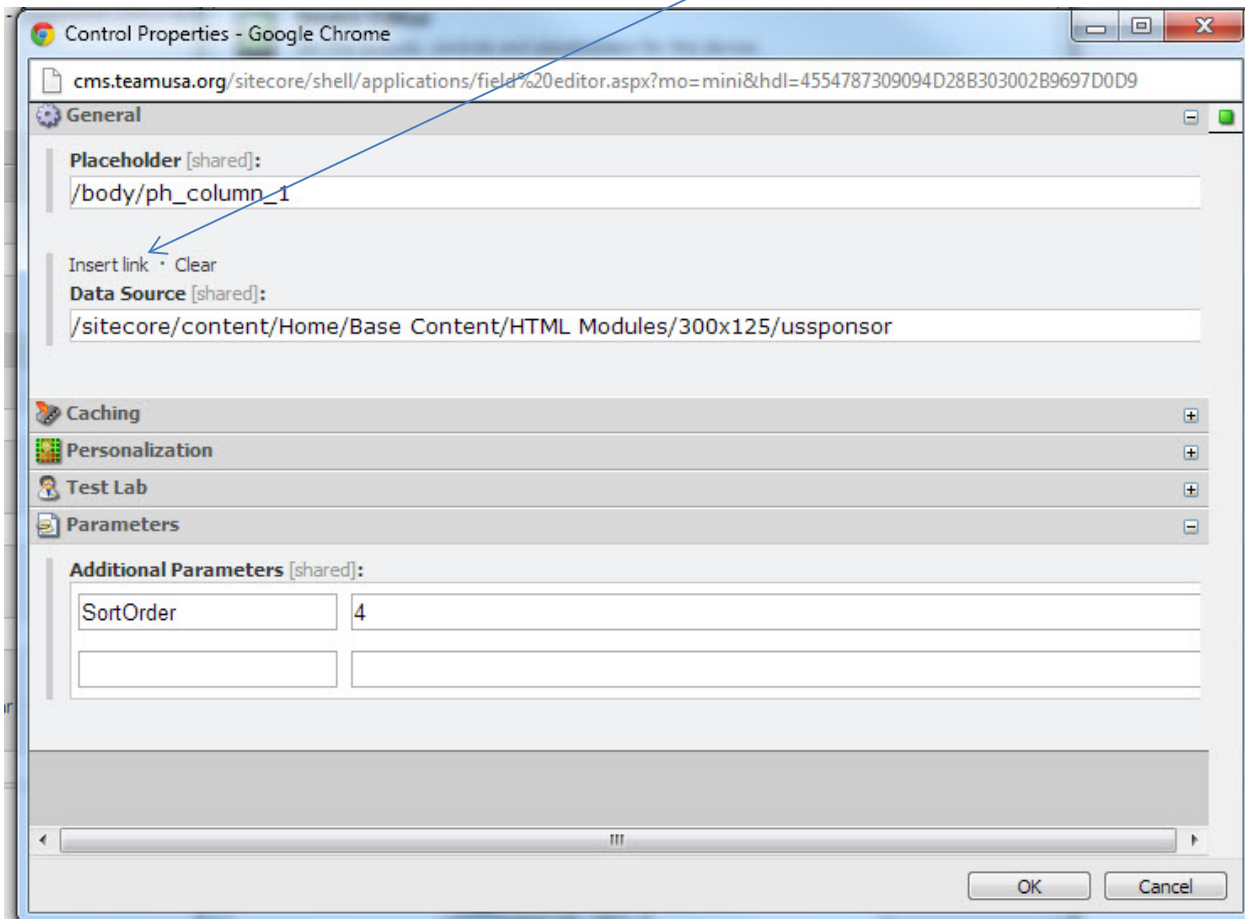
- This will open a new window, if your sponsor graphic is in the default place on the home page you can replace it
- If you do not have the default sponsor image, you can replace the 300x125 graphic that is in the place of that image

- The sponsor graphic by default is in the 4th position in ph_column_1, 1st, 2nd, 3rd, 4th



- Click on this item and click “edit”

- This is the Edit screen, we are going to change the Data Source by clicking on the insert link



- You will now point your link to the graphic you created in the Base Content folder, and save everything.
- Last step is to publish your home page without sub items and your new sponsor graphic should now be on your home page.