Visit a LibPress website: ideas for the new year!

Thanks so much everyone, looking forward to many more of these!

Style Guides, Branding & Logos:

Your library (or city) may have a style guide about phrases, word preferences, land acknowledgements, and more. The style guide may also include notes about colour branding and fonts.

- **Fonts:** If your program doesn't have the fonts specified, use a Google search to find alternatives that may be included (eg. Canva) that are close.
- **Logos:** Remember that logos are designed to be used as they are. Usually they can be resized, but not altered either in ratio, or cutting out parts of it, or colour changes. Check the vendor's website for logos and variants.
- **Colours:** Canva can be used to find your hex codes! That's the 6 number code that looks like this: #ffffff (which is white). Drop your logo into a blank template, then go to the colour picker at top bar to see what has matched. Hover over for the code!
- **Highlight squares:** Dimensions used for featured site are 260px by 260px for a regular square, 260x122 for halves to display in same size as square, and 260x76 for thirds to display in a square.
- **Big Hint:** check your mobile view as well as the desktop version for display issues.

Page & Menu Management:

Your page hierarchy and your menu setup are related, but two separate things…

- **Pages:** scroll through all your pages, and you'll see whether there is a clear connection between groupings or not. If not, really look at them and consider how to match up "parent" and "child" pages. Try to consolidate information (not too much!) and get rid of superfluous pages (don't delete, yet). If this doesn't make sense, and you want to know more, I'll do a session in 2022.
- **Menus:** You can see how your menus are set up simply by looking at what gets displayed in your navigation bar. Do these groupings make sense? Do you have pages that no one ever ever looks at anymore? Let me know and I will fix this (And, if you're not sure about Pages above, then you shouldn't get menu access at this point – trust me.)

Subject Guides:

Most of the LibPress libraries are reliant on shared content managed through LibPress. This can be a powerful tool to make sure we're all up-to-date on the latest and greatest links on a subject. But I need your help to maintain these. Stay tuned for how this can be done in the new year… probably a sub-group of some kind.

- **Shared Content:** accessible at the bottom of the Page edit screen; scroll through to Subjects and pick the one for your province. Click Draft save, and the code snippet will appear that pulls the content from the shared server. You can add your local content either at the top or bottom if you'd like.

Useful Links

- **LibPress Manual:** https://help.libraries.coop/libpress/
- **Canva:** https://www.canva.com/ and click on **Learn** at top bar for tutorials