## How To:

## Set Up Your Website



## How to Set Up Your Custom PlantX Website

- 1. Collect all the information and photos from the list below.
- 2. Send the information to your PlantX contact.
- 3. While your PlantX contact is working on creating your website, you will need to make sure that you have plant photos, facts, and descriptions uploaded to your materials in PlantX. See How To: Manage Materials at <u>plantx.net/tutorials.html</u>.
- 4. Your PlantX contact will send you the link to your draft website and changes can be made from there.

## What We Need From you

- Company logo approximately 1000 pixels wide
- Home Page Photo 2000+ pixels wide
- Header Photo 2000+ pixels wide
- Individual color or color scheme
- Contact page information
  - $\circ$  Phone
  - $\circ \ {\rm Fax}$
  - o Addresses
  - $\circ$  Hours
- Additional pages you would like to add
  - $\circ$  Resources
  - $\circ$  About
  - Terms and Conditions
- Other pictures and files you want displayed
  - o Credit Application
  - Shipping Information and Documents
  - Terms and Conditions

For custom website options and additional questions, ask your PlantX contact.

