

COLOSSIAN USER GUIDE



Colossian is a fantastic choice for any church looking for a design that is modern, stylish, and focused on engagement.

Colossian is specially designed to engage both first-time visitors and members. The full-screen image (or background video) is overlaid with a clear navigation menu, large mission statement, service times, directions link, and 2 large action graphics, to draw people into your important information right up front. Your latest sermon is featured along with 8 featured visual events to update visitors on what is happening at your church. The bottom of the page ends with a parallax banner and a large text area for your vision, along with customizable buttons to help people take the next step or give to your ministry.

This article will describe the specifics of the Colossian homepage. The main difference between each of our designs is the homepage content and how it's structured. With the exception of the homepage, all other pages (subpage layout, sermons page, calendar, and blog) across all of our current designs have the same functionality.

HOMEPAGE CONFIGURATIONS & DEMOS

Colossian's homepage is very flexible, allowing for dozens of potential homepage combinations based on what you choose to display

See [homepage examples](#) and play with the [live demo](#).

IMAGE SIZES

Homepage

- Hero Image(s): 3400 x 1714 pixels (*see section 3 below*)
- Hero Video: 1920 x 1080 pixels; keep around 15-20 seconds and around 3-4 MB (*see section 3 below*)
- 2 Quicklink Images: 1180 x 586 pixels (*see section 7 below*)
- Featured Event Images: 1080 x 700 pixels (*see section 10 below*)
- Quicklink Background Image: 3400 x 1385 pixels (*see section 11 below*)

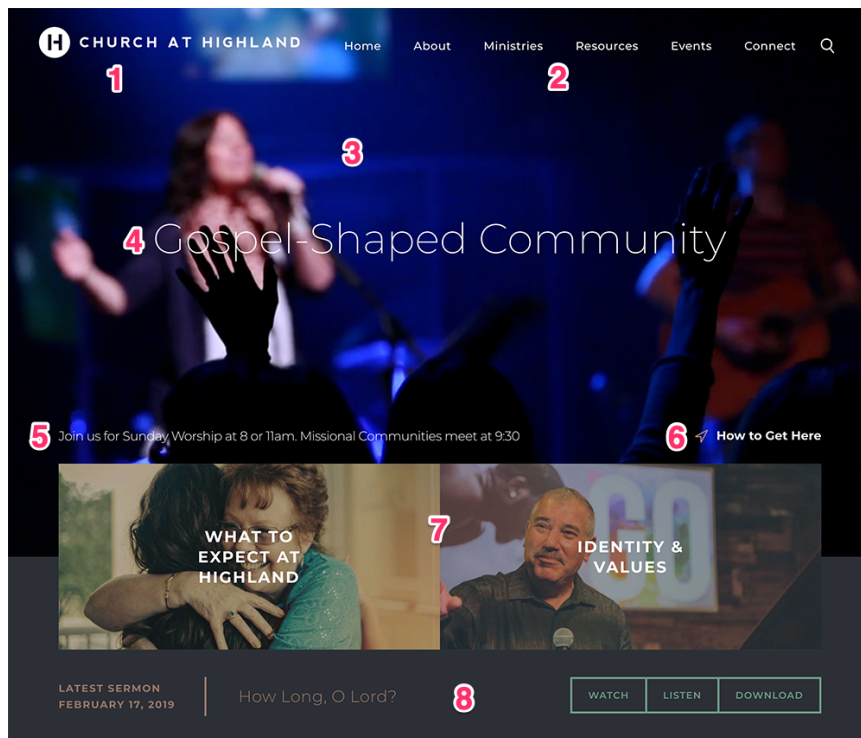
Other Pages

- Subpage Header Image: 3400 x 924 pixels ([example](#))
- Sermon Series Image: 1080 x 700 pixels
- Featured Blogpost Image: 1080 x 700 pixels

EDITING THE HOMEPAGE

We will install your site running the full, standard homepage. It displays a lot of content, so we've broken it down into sections in this user guide to make it a bit easier to explain.

Header Section



1) Header Logo

Go to: Publish > Files

- Create a transparent PNG of your logo and name it logo.png.
- Go to Publish > Files, and upload your logo file.
- Your logo will now appear in the header. If any spacing adjustments are needed, please open an email case by going to *Help Center > Create a New Case* from within the CMS, and we will assist. *Note: you may need to clear your cache to see the new logo appear on your site.*

2) Primary Navigation

Go to: Publish > Navigation

The navigation allows for about 6 top level links to pages and an unlimited number of 2nd and 3rd level links. When we install the site there is a "Home" link to the homepage for usability reasons; however, you can remove this link to create create room for another link as needed. *Note: It will be easier to organize your navigation by first creating your pages at Publish > Pages.*

3) Video or Homepage Image(s)

On the homepage header area, you can choose between a video, a single hero image, or an image rotator.

Video

Go to: Publish > Pages > Home > Header Video
Go to: Publish > Pages > Home > Header Image

Please create your video at 1920 x 1080 pixels, around 15-20 seconds in length, and around 3-4 MB in size. Our system will loop (repeat) the video automatically. The video will only show on larger screens, and not on mobile devices. You'll want to make sure and have a 3400 pixel by 1714 pixel "header image" assigned, which will appear in place of the video on mobile devices.

Single Hero Image

Go to: Publish > Pages > Home > Header Image

This image needs to be sized to 3400 by 1714 pixels.

Image Rotator

Go to: Publish > Rotator

Your rotator images will need to be sized to 3400 by 1714 pixels. Then, add them at Publish > Rotator. You can manage the rotator settings on the "rotator settings" tab.

4) Hero Image Headline

Go to: Publish > Widgets > Homepage - Header Text

We recommend that you add your mission statement to this section.

5) Text

Go to: Publish > Widgets > Homepage - Service Times

We recommend adding service times to this section.

6) Text Link

Go to: Publish > Widgets > Homepage - Directions Link

To create the link, simply type in your text, then link it to your destination page.

7) Quicklinks

Go to: Publish > Quicklinks > Home - Featured Quicklinks

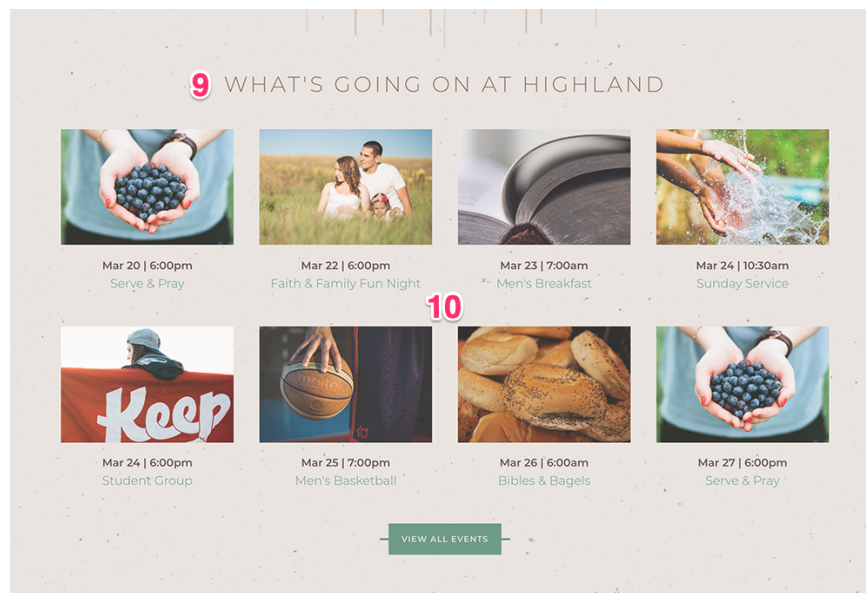
You can add up to 2 quicklink images and link them to any page on your site. You can also add a title to each image that will display in all-caps over the quicklink. The recommended size for each image is 1180 x 586 pixels.

8) Featured Sermon Listing

Go to: Publish > Sermons > Your Chosen Sermon

This section will display the last sermon that is published as *featured*. The sermon's title, date, and media links will appear automatically.

Event Section



9) Event Section Title

Go to: Publish > Widgets > Homepage - Event Section Heading

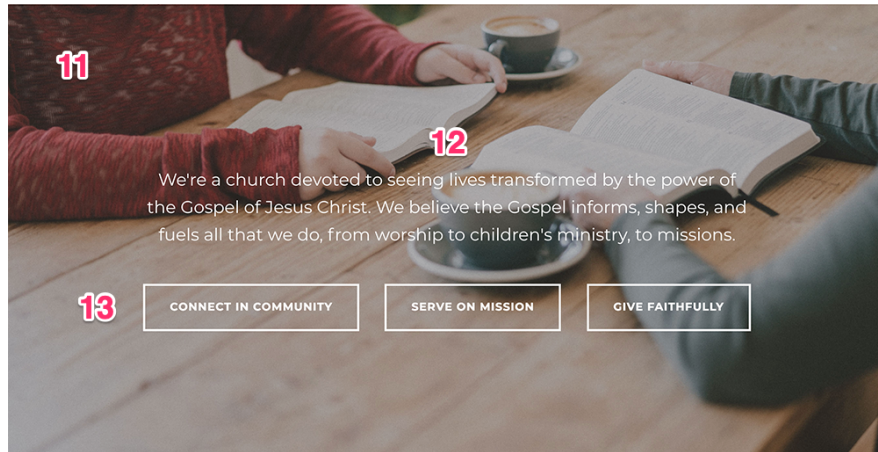
This text will display in all-caps.

10) Featured Event Listing

Go to: Publish > Events > Your Chosen Events

This section will display the next 8 events. The “view all events” button will automatically link to your events calendar. *Note: you can control the types of events (featured or regular) that appear in this list by going to Publish > Events > Settings.*

Featured Section



11) Background

Go to: Publish > Quicklinks > Home - Blurb Background

The image you specify here will appear as a background image. We recommend you size this image to 3400 x 1385 pixels.

12) Text

Go to: Publish > Widgets > Homepage - Bottom Section Text Blurb

This text displays below the title, and you can add multiple lines of text in this section.

13) Buttons

Go to: Publish > Widgets > Homepage - Bottom Section Links

These buttons can be linked to any page on your site. When editing the widget, make sure you leave the links in a bulleted list.

Footer Section



14) Footer Social Links

Go to: Publish > Social Links

This section allows you to display multiple social media icons in the footer. From here you can edit, add, and arrange different social media links.

15) Footer Contact Info

Go to: Publish > Widgets > Footer - Contact Info

The text you place in this section will appear below the “copyright” and above the “powered by” lines.

QUESTIONS?

Please open an email case by going to our [Help Center](#). Thank you!

church plant
MEDIA