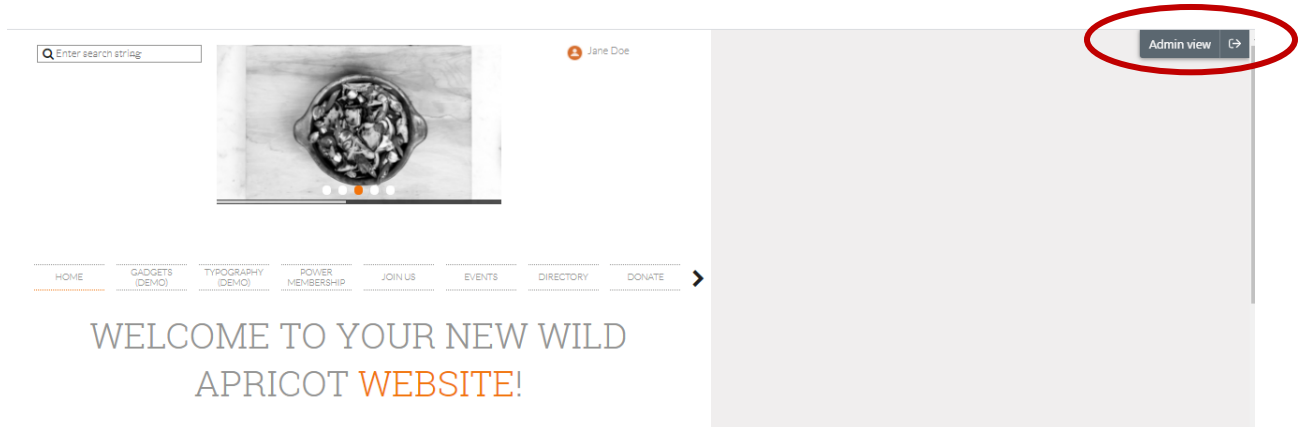
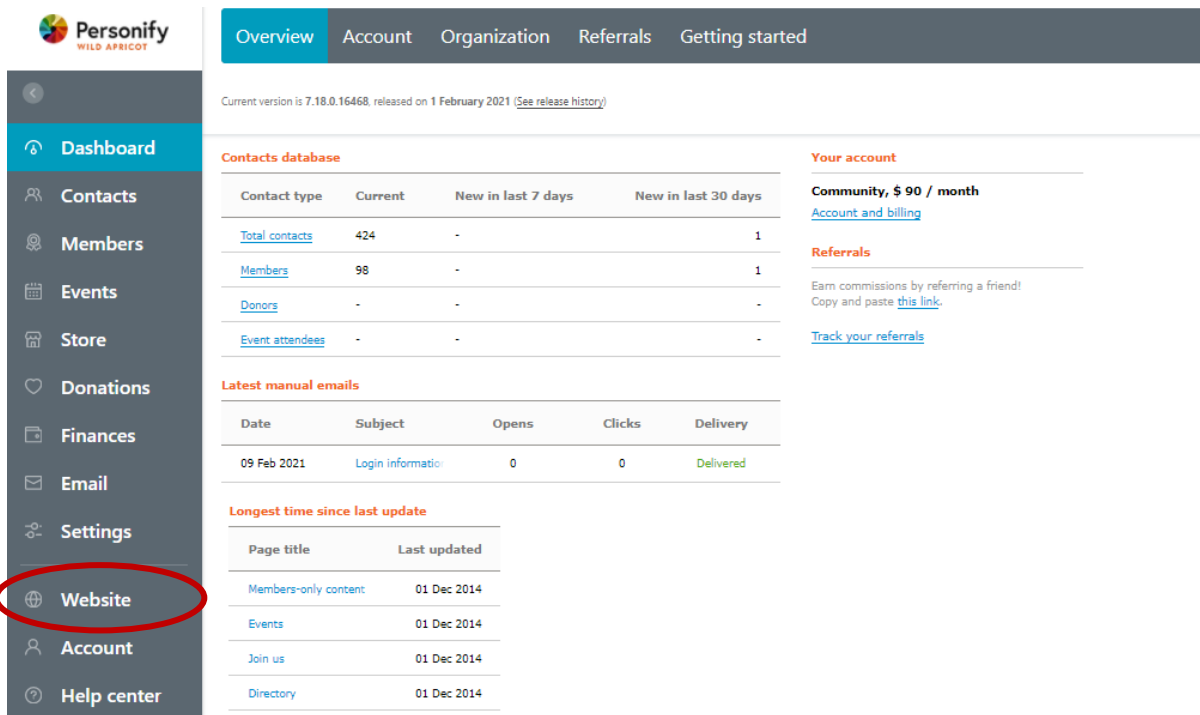


Using the Power Membership Webpage HTML in Wild Apricot

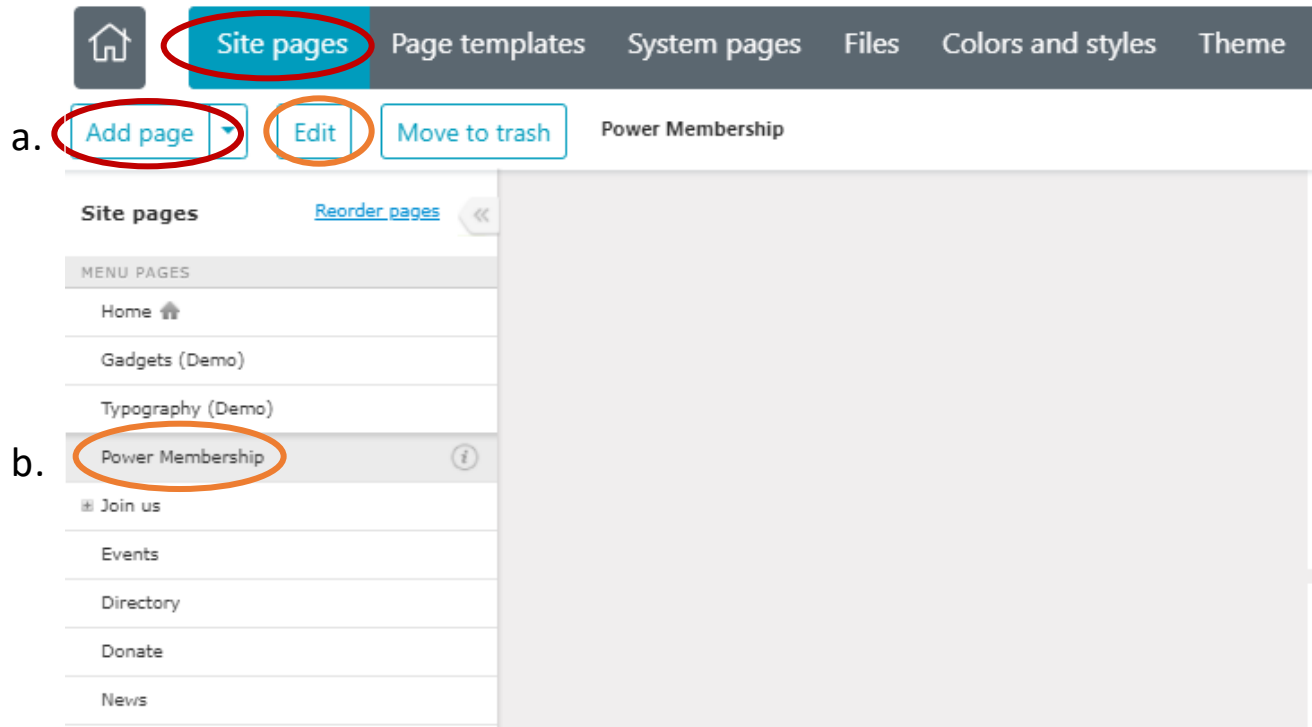
1. Log in to your Wild Apricot account and select “Admin view” to access the back end of the website.



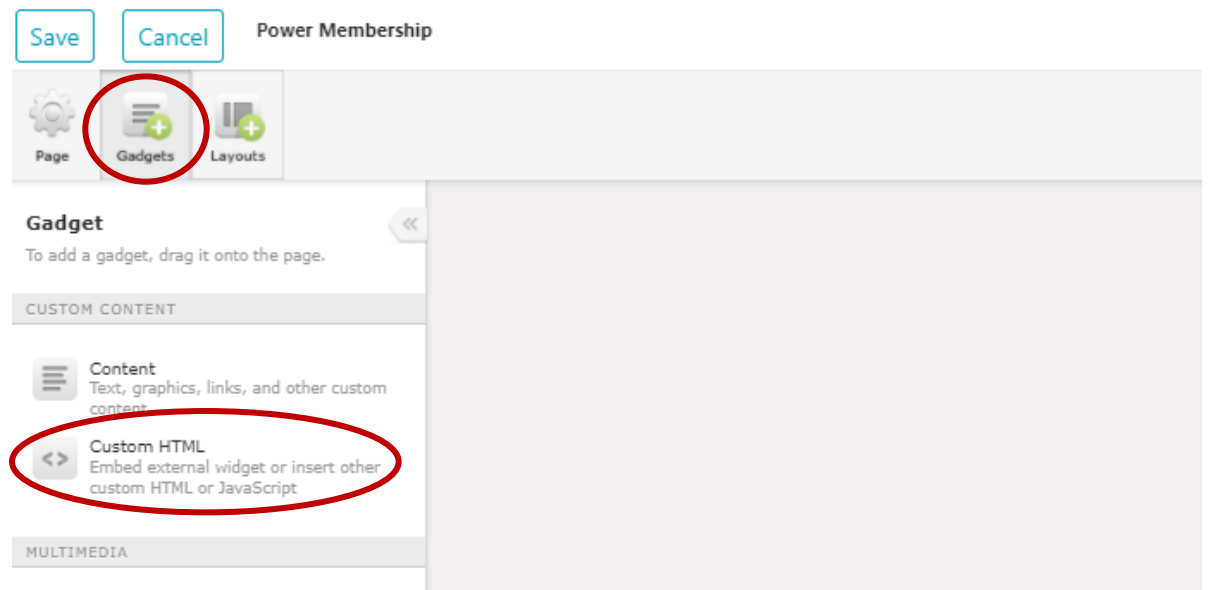
2. From the back end, click on “Website” on the main toolbar.



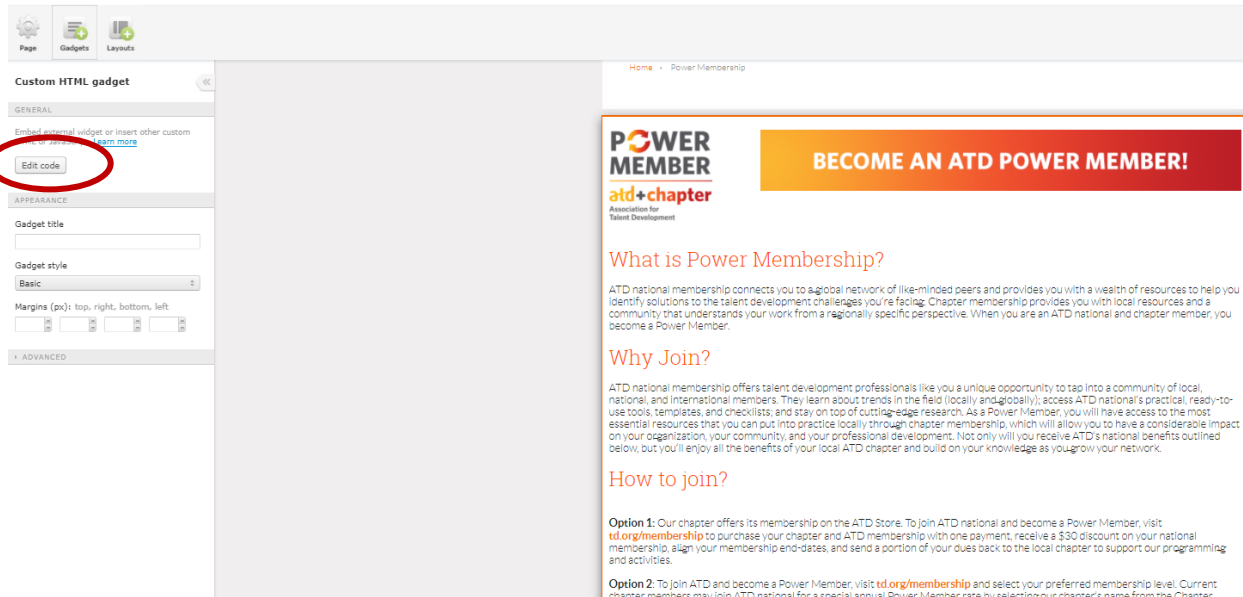
3. Select "Site pages" from the top toolbar.
 - a. If your chapter does not have an existing Power Member webpage, click "Add page."
 - b. If you do have an existing page, select it from the list of pages on the right-hand menu, and click "Edit."



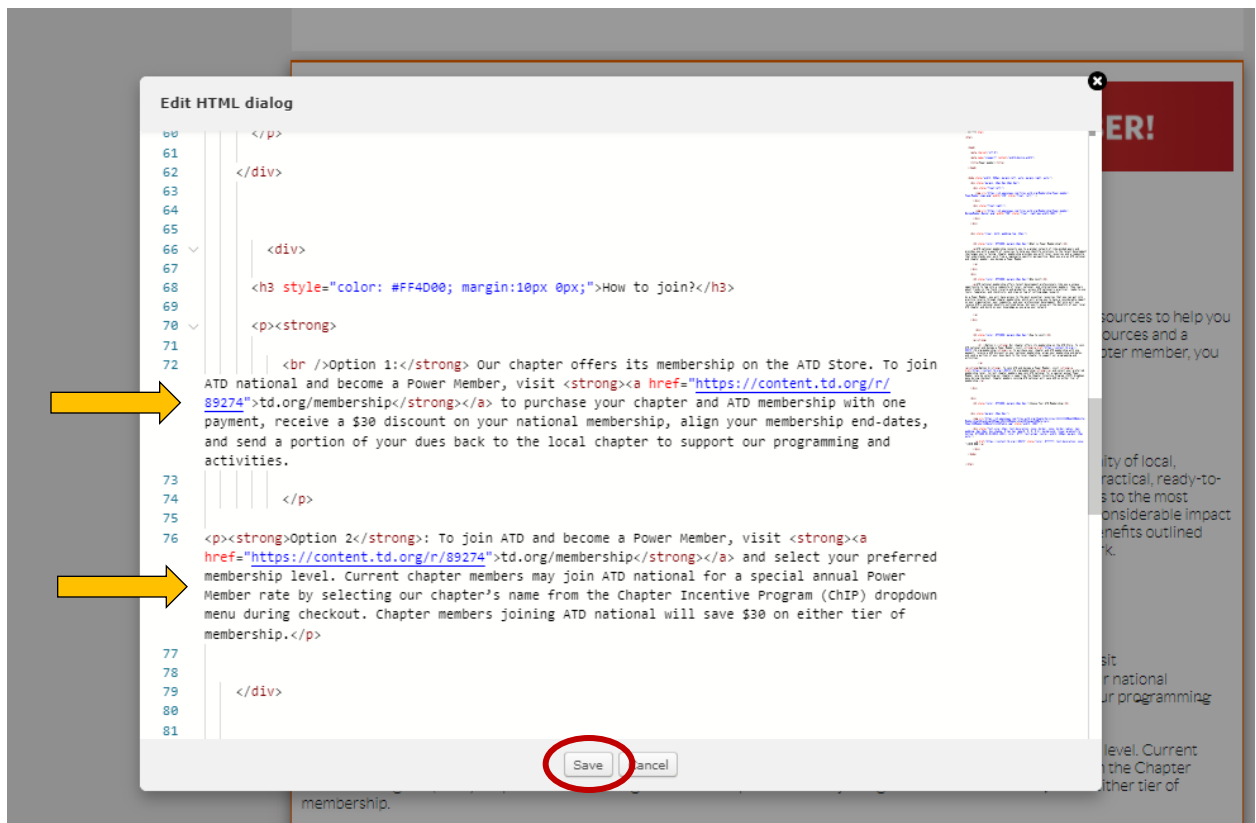
4. On the top toolbar, select "Gadgets."
 - a. If you're creating a new page select "Custom HTML."



- b. If you have an existing page, click on the gadget already inserted into the webpage then edit code.



- Copy and paste the [Power Member HTML code](#) into the box, removing any previous code. Scroll down to line 71 of code and review the two versions of text on “How to Join?”. (Option 1 is recommended for chapters offering their membership on the ATD Store. Option 2 is reserved for chapters not participating in this program.) Delete the paragraph from the HTML code for the option the chapter **is not using** to prevent it from appearing on the page when published. Click “Save.”



- For chapters just adding a Power Member page to its website, choose where page will be housed on your site by returning to “Page.” Name the page, select its position in your site menu, and ensure the page is granted public access.

The screenshot shows the Joomla! administration interface for editing a page. At the top, the 'Page' icon is circled in red. Below it, the 'Page settings' panel is visible, divided into several sections:

- GENERAL**: The 'Page name' field is circled in red and contains the text 'Power Membership'. Below it, the 'Page URL' is 'Power-Membership1' and the full URL is 'https://testatdchapter.wildapricot.org/Power-Membership1'. The 'Page template' is set to 'Standard template'.
- POSITION IN MENU**: This section is circled in red. The radio button for 'After selected page' is selected. Below it, a dropdown menu shows 'Typography (Demo)'.
- ACCESS LEVEL**: This section is circled in red. The radio button for 'Public' is selected, with the subtext 'Anyone can view'.
- META-TAGS**: The 'Page title' field is circled in red and contains 'Power Membership'. The 'Automatic' checkbox is checked.

- Select “Save” at the top of the page to preserve your changes. Return to public view to ensure your page is visible and the links and graphics are appearing correctly.



Page settings <<

GENERAL

Page name

Page URL

<https://testatdchapter.wildapricot.org/Power-Membership1>

Page template

Provides basic layout and shared content. To modify templates, click Templates under

