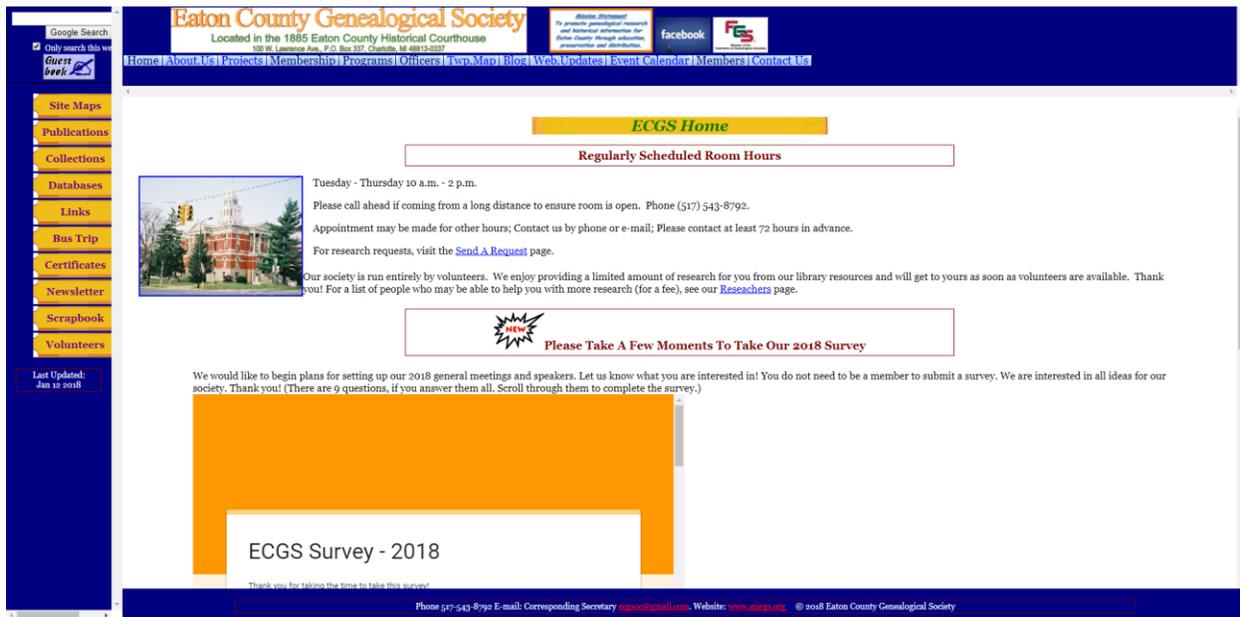


ECGS Website Instructions

Home Page - www.miegs.org



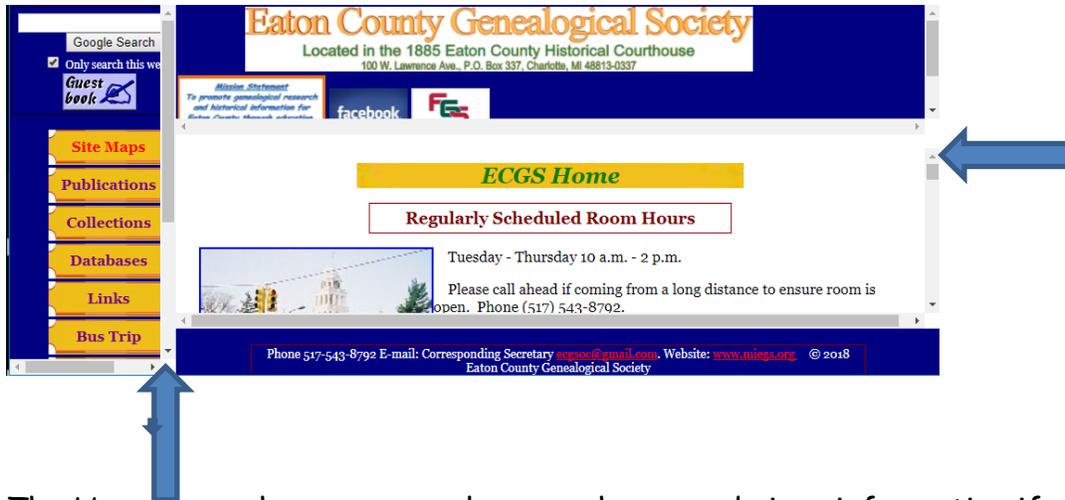
This is the Home page for our website. The top, left side and bottom (in blue background) sections are the same for all pages on this website with the exception of the Members Section.

A note for the entire website: When you click on a link, the new page replaces the current page the majority of the time, then you use the back arrow key to get back to where you were. (There are a few exceptions, such as the link to the Member Application, the Guestbook, the Map on the Contact Page, and a few others.) Any time you want the page to display in a new separate tab, right-click on the link, then select 'Open link in new tab' option and you will have both available. This is true anywhere on any website.

Note the Google Search option at the top of the side navigation menu. You can type in whatever you might want to search for and the Google Search is defaulted to search only this website. However, you can change it to search the entire web if desired.

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On some displays, you cannot see the entire top and/or side sections and there are scroll bars to use to get to the ones you cannot see. The middle part always has a scroll bar.



The Home page shows our regular room hours and gives information if you want to schedule an appointment. We do provide a limited amount of research and the 'Send A Request' link can be used to request information (via email). The 'Send A Request' page explains our procedure for requesting research. If someone would like more research than we can provide, we have a 'Researchers' page where people can describe what kind of research they may do privately. There may be a fee involved (which is between the requester and the researcher) and ECGS does not recommend, endorse, nor will be responsible for private research. This completes what is always on the Home page.

After the above information, other items are posted as some new things are available.

ECGS Website Instructions

About Us Page



The About Us page shows a brief history of our society and a brief description of our current society and projects. The Projects section links to the Projects page.

Projects Page



The Projects page describes the projects we are working on and when they are being worked on.

Membership Page



The Membership page gives information about the dues and benefits for members. The Membership Application can be accessed and printed from here to send in, along with a check, via regular mail. There is also an option to fill out a Membership Application on-line and pay membership dues by Pay Pal.

Programs Page



The Programs page describes the monthly general meetings for the year and who the speakers are as we get them scheduled. This could also be called the "Meetings" page.

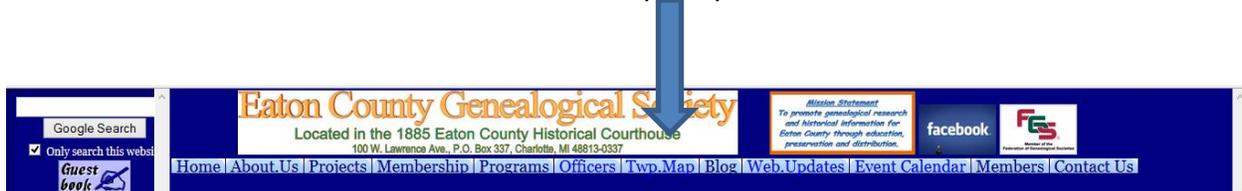
ECGS Website Instructions

Officers Page



The Officers page shows who the officers are and for some, include an email address and/or a photo.

Township Map



The Township Map is a very low-detail map of the townships and cities in Eaton County.

Blog



The blog was started in November 2013 after we had a Society Workshop and we kept people up-to-date on some of the things we were working on. After a while, it did not seem to generate much interest and it is no longer being updated. However, the information about and following the workshop is still there.

Event Calendar



The Event Calendar is a Google Calendar that we post our events on. While the Programs page shows only the general meetings, this calendar shows board meetings, monthly general meetings, events, workshops, volunteer projects and

ECGS Website Instructions

anything that is going on with us. This could also be used for other societies to post their events on if they let us know.

Members



The Members Page is a section that has information available for members only. There are images available for some indexes. There is a searchable database for the Index System that is basically the same records in all of the individual lists from the Databases Index System Categories and names may be entered to search the entire database at one time.

Contact Us



The Contact Us page includes a map to the courthouse and various email addresses for contacting us.