

How do I create a website banner?

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You have the ability to customize your website's banner, and manage multiple banner configurations to make it easy to switch between them at various times. To create or update a banner, follow these steps:

Note: If the theme you selected does not have the option for a banner, you can create a customer banner. To learn how to do this, please read the article called [How Do I Add a Banner On a New Next Gen Theme?](#)

1. Go to the website and login. Click on **Member Area** near the top right.
2. Click on the **Website** tab on the near menu bar near the top and then select **Designer Home** on the blue menu bar.
3. On the left hand side of the screen, click **Banners**.
4. To create a new banner, click the **Add New Banner** button at the top right.

Manage Banners



5. You are now on the **Add New Banner** screen.

- **Banner Title:** This is the internal name you will give the banner you are currently working on. This is simply a label and it will not be visible on the banner itself
- **Banner Height:** This is the height of your banner in pixels. Recommended height is anywhere between 100 and 300 pixels.
- **Padding:** This setting provides space between the banner contents and the banner border.
- **Banner Text:** Here, you can enter the text that will appear on your banner. You can format this text using the icons in the editor, including increasing the font size and

color.

Note: To create an indent, you will need to use the space bar to add spacing in front of your text. To create a single line space, hold down the **Shift key** and press **Enter**.

Add New Banner

Options

Banner Title: *

Banner Height (pixels): Note: The width of the background image should be maximum 1140px.

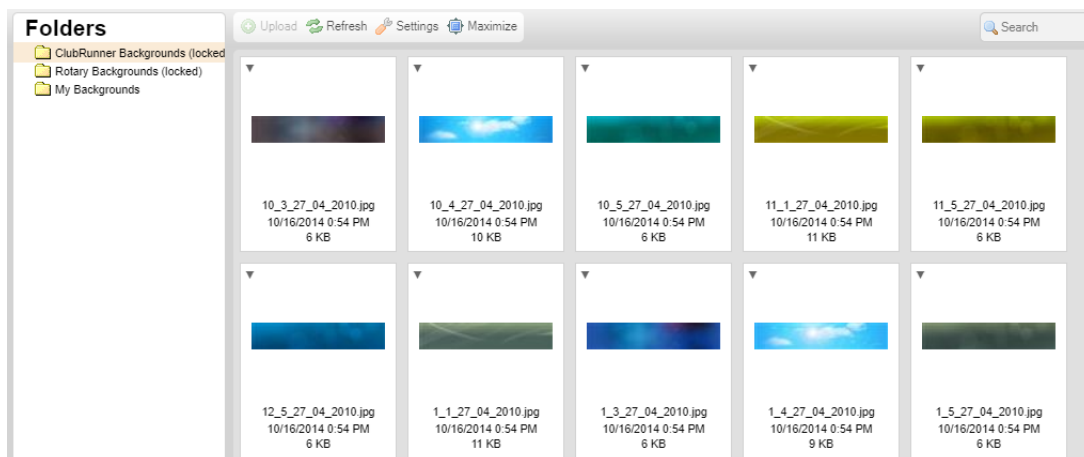
Padding (pixels):

[Refresh](#)

Left Logo Upload Left Logo	Background Upload Background	Right Logo Upload Right Logo
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6. Click on **Upload Background** to set a background image for your banner. You have the option to select from a library of ClubRunner background images, or upload your own.

Left Logo Upload Left Logo	Background Upload Background	Right Logo Upload Right Logo
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7. Clicking on the **Left Logo** or **Right Logo** buttons it will allow you to add images to the left or right side of your web-page banner. It is recommended you use transparent PNG files for these images.



8. The **Refresh** button displays your current banner setup. Click on it to preview your banner before saving.

Change Banner

Options


Banner Title: *

Banner Height (pixels): Note: The width of the background image should be maximum 1140px.

Padding (pixels):

Working preview below may not reflect your current stylesheet accurately. Please use the Live Preview button to see a true preview of your banner design.

[? Live Preview](#) [Refresh](#)



Left Logo [Upload Left Logo](#)

Background [Upload Background](#) [Delete Background](#)

Right Logo [Upload Right Logo](#)


9. Press the **Save Banner** button to save all your changes or press **Save & Publish** to save your banner and make it appear go live on the web-site.



10. To switch between your saved banners, click on the **Activate this Banner** link to apply it to your home page. The selected banner will have the following message **This is the currently active banner.**

Manage Banners

Rotary Green Town



A screenshot of the Rotary website's banner management interface. The main banner shows the word "Rotary" in white over a blue sky background with a yellow gear logo. Below it, a section titled "Autosaved title" displays a preview of the banner with the text "Rotary Green Town" and the Rotary logo over a green landscape. On the right, there are controls to "Add New Banner", "Edit", and "Delete". A red box highlights the "Active Banner" button, and another red box highlights the "Activate this Banner" option in the dropdown menu.

Related Content

- How to choose a new Theme