



# Webmaster's Monthly

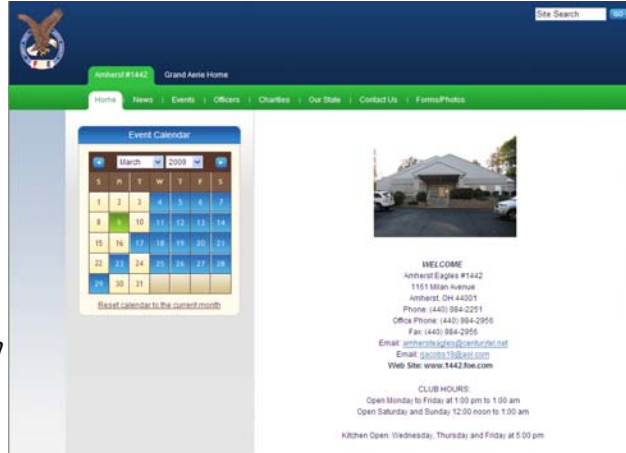
## Site of the Month...

### Amherst #1442

<http://1442.foe.com>

Amherst #1442's website has all the information their membership needs including a full calendar of events.

To nominate your favorite send an e-mail to [dstacey@foe.com](mailto:dstacey@foe.com)



**Training...**

**Online Training: March 21st 6pm EST**

*If you would like to attend one of the scheduled training sessions please contact [dstacey@foe.com](mailto:dstacey@foe.com).*

## Tip of the Month...

### Thumbnail Images

A thumbnail is a smaller version of an image that acts as a link to the larger image. If you have a large number of photos on a page thumbnails are a great way to present them. Thumbnails save room on your page and make your pages load faster for your visitors. Using the CMS system you can create these thumbnails online.

#### Open the Editor

In the page editor, on a new or existing page, hit the insert image button.

#### Select the Image you want to thumbnail

In the new window, select an image you have uploaded, or upload a new image by hitting the upload button.

#### Copy the URL

Highlight and copy (CTRL+C) the URL of your selected image from the URL box.

#### Click Auto Thumbnail

Click the auto thumbnail button above the preview panel on the right. 

#### Specify a Size for the Image

Fill in a height and width for the thumbnail and hit Ok.

#### Place the Image

Hit Insert again to place the image in the document.

#### Add the Link

Hit the insert link button. In the new window select the URL textbox and paste (CTRL+V) the URL you copied earlier. Then select "Image" as link type. Hit Ok.

You now have a working thumbnail.