



Websites in Six Steps

Getting Started

A website is your home on the web. It can be a valuable resource for members as well as the community and can be supplemented but not replaced by social media accounts. This is a brief guide, for additional information read *Creating a Website* available on www.laohnys.com.

- 1 Brainstorm**
Potential website names; What information to post; Website features (photos, calendar, etc.).
- 2 Budget**
Set a spending limit for expenses such as domain registration fees, hosting fees, and any extras.
- 3 Review Web Hosts**
Look for a host that can meet your needs and your budget.
- 4 Create Your Website**
Make a draft first so you have a good idea where you're going before you start.
- 5 Publicize & Launch**
Announce your website during meetings, on social media, etc. before & after publishing it on the web.
- 6 Update & Evaluate**
Post fresh content. Review your website and make adjustments as needed.



Websites can be accessed by anyone with an internet connection.

Website content is maintained by the owner and sites can be archived.



Social media access may be restricted to registered users.

Social media accounts can be suspended making content inaccessible.

If a social media site is down or goes out of business your information is not accessible by anyone, even you.

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