

# Build Your Organization Website

## How do I configure my website settings?

To configure your website settings, follow these steps:

1. Go to the Admin Tools tab at the top.
2. Go to Website Settings under the Web Builder heading.
3. Add or update your website's settings by adding or changing the fields below:
  - a. Website Title
  - b. Description
  - c. Open Graph Image-supported image file types include .jpg, .png, and .gif
  - d. Favicon
  - e. Select or deselect the option to Allow search engines to crawl the website
  - f. Select or deselect the option to Show member login link on the website
  - g. Copyright

# Build Your Organization Website

## Website Settings

### Website Title \*

Web Executives Association

### Description

Join the Web Executives Association, where business leaders connect, collaborate, and thrive in the digital landscape. Elevate your network, gain insights, and forge partnerships for success in today's dynamic business world.

### Open Graph Image ?



REPLACE

REMOVE

### Favicon ?



REPLACE

REMOVE

Allow search engines to crawl the website

Show member login link on the website

### Copyright

Copyright © `<script>document.write(new Date().getFullYear());</script>` Web Executives Association All Right

## h. Contact Information

- i. Phone Number
- ii. Extension (if applicable)
- iii. Fax (if applicable)
- iv. Address

## i. Social Media Networks

- i. Facebook
- ii. Instagram
- iii. YouTube

# Build Your Organization Website

iv. X (Previously Twitter)

v. LinkedIn

## Contact Information

Phone Number	Ext.	Fax
<input type="text" value="123-456-7890"/>	<input type="text"/>	<input type="text" value="789-456-1230"/>

Address

<input type="text" value="Bellevue"/>	<input type="text" value="Washington"/>
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<input type="text" value="98007"/>	<input type="text" value="USA"/>
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## Social Media Networks

	<input type="text" value="https://www.facebook.com/PacificSoftwarePublishing"/>
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	<input type="text" value="Enter your Instagram URL"/>
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	<input type="text" value="Enter your YouTube URL"/>
---	---

	<input type="text" value="Enter your X URL"/>
---	---

	<input type="text" value="https://www.linkedin.com/company/pacific-software-publishing-inc./mycompany/"/>
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- j. Google Analytics
  - i. Measurement ID
  - ii. Google Site Verification File
- 4. Once finished, click on the blue Update Settings button

# Build Your Organization Website

## Google Analytics

Track website statistics and data for the public-facing website.

Measurement ID

ex: G-XXXXXXXXXX

Google Site Verification File 

CHOOSE FILE

No file chosen

UPDATE SETTINGS

Didn't find what you're looking for? [Contact Biznomos Support](#) online or call toll-free at [1-800-232-3989](tel:1-800-232-3989) for additional help.

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