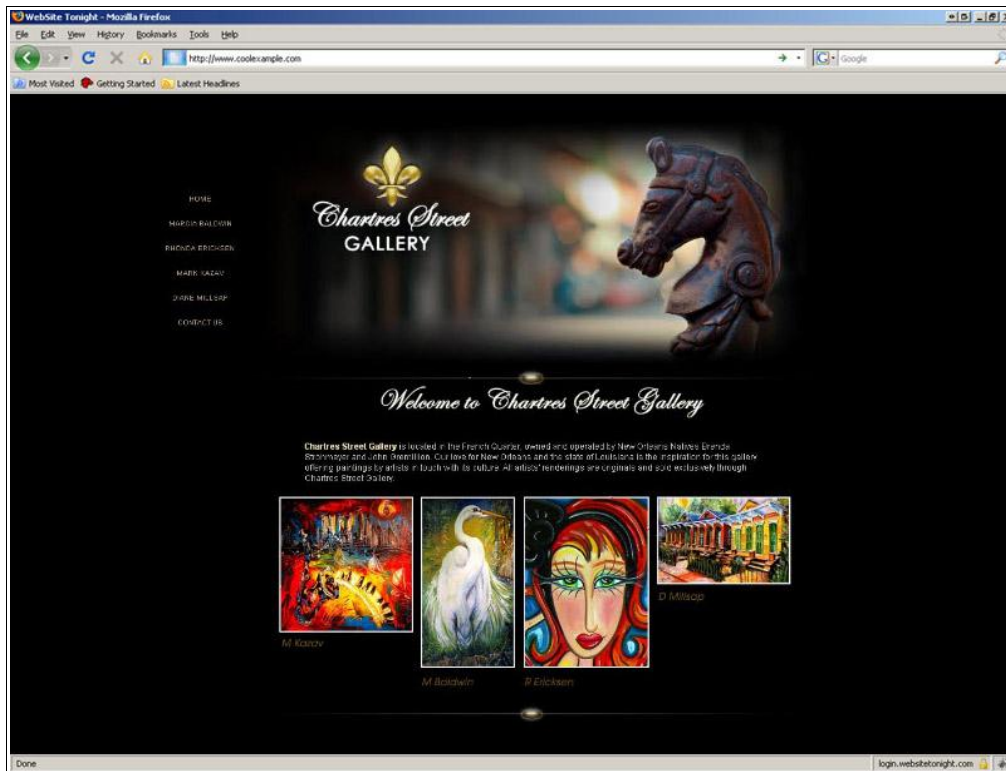


# WebSite Tonight

Want a site that looks like this?



A site created with WebSite Tonight

You can build it with WebSite Tonight—without any specialized Internet knowledge.

## What am I going to learn from this guide?

Like any new application, there is a learning curve when using WebSite Tonight. This guide will help you with:

- [Setting Up WebSite Tonight](#)
- [Navigating WebSite Tonight](#)
- [Editing Your Site Using the Page Designer](#)
- [Previewing and Publishing Your Site](#)
- [Troubleshooting](#)

## Setting Up WebSite Tonight

You're probably excited to jump right in and get started. But before you can start, you need to set up WebSite Tonight.

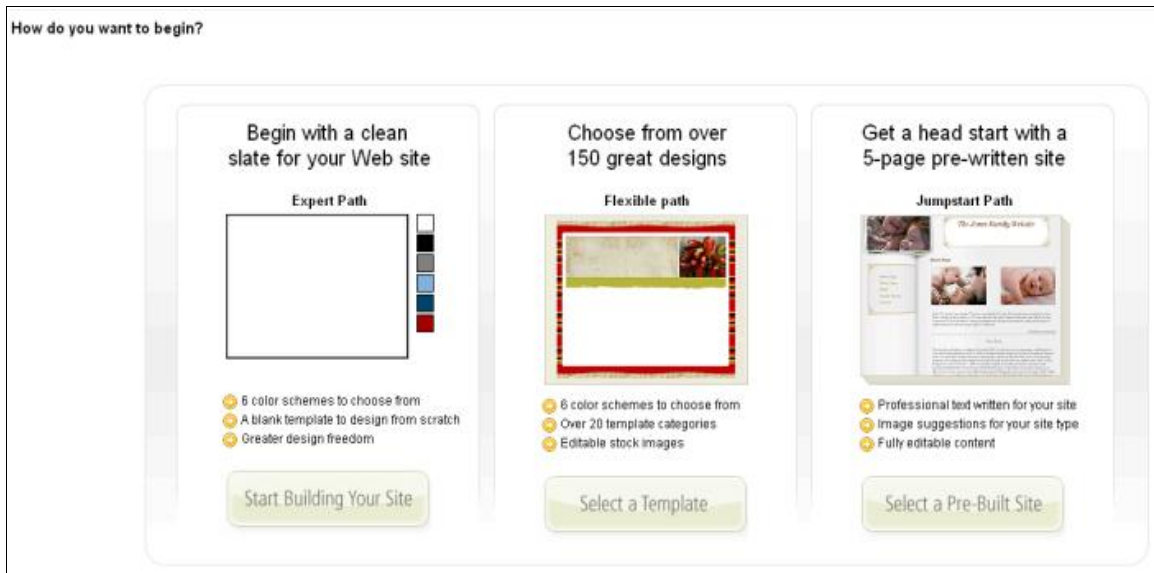
During set up, specify the domain you want to use, the template, color scheme, and whether or not you want to use pre-populated content.

### To Set Up your Web Site Tonight Account

1. Log in to your **Account Manager**.
2. In the **My Products** section, click **WebSite Tonight**.



3. In your Account List, click **Launch** for the account you want to work with.
4. Click **Accept** to accept the terms of the End User License Agreement.
5. On the **Site Settings** page, complete the following fields:
  - **Select a domain from your account** – Select an existing domain name from the list.
  - **Enter a domain not registered in this account** – Enter your domain name in the space provided if your domain does not display in the list below.
  - **Enter a subdomain** – Enter your subdomain name in the space provided and select an existing domain name from the list.
  - **User Name** – Create a user name to use when logging in to your WebSite Tonight site through login.websitetonight.com. The user name is also used to access your stats.
  - **Password and Confirm New Password** – Create and verify the password that you will use when logging in to your WebSite Tonight site through login.websitetonight.com. The password is also used to access your stats.
  - **Email Address** – Forms submitted through your site are sent to this email address.
  - **Company or Individual Name** – Your company or individual name displays in the footer of each Web page.
6. Click **Next**.



7. On the **How do you want to begin?** page, select one of the following:
- **Expert Path** – Build your site from scratch. To add pages to your Web site, click **Add Page** and enter a title. You can also click **Change Layout** to change the layout of each page. Add pages or change your layout at any time.
  - **Flexible Path** – If you're looking for flexibility in your site set up, this is the option for you. Select your template option, apply it to your site and then work on it – all in a few easy steps. You also have the option to set up your e-commerce store and your blog to match your site template.
  - **Jumpstart Path** – This path offers pre-written sites that include content, images, page titles, and navigation buttons which may be quicker than building your Web site from scratch. Once you begin working with WebSite Tonight, you can easily replace existing content with your own.

To select a pre-written site, click on **Select a Pre-Built Site**, select a Category, Group, and Focus. Preview the selected site, change your template or continue working on your site in the Recommended Template area.

8. Click **Finish**.

Congratulations! You have successfully set up your WebSite Tonight account.

If you selected a Pre-built site, go ahead and click **Build My Site** to go to the Page Designer and begin building your site. If you selected **Blank Site**, click **Change My Template** to select a template.

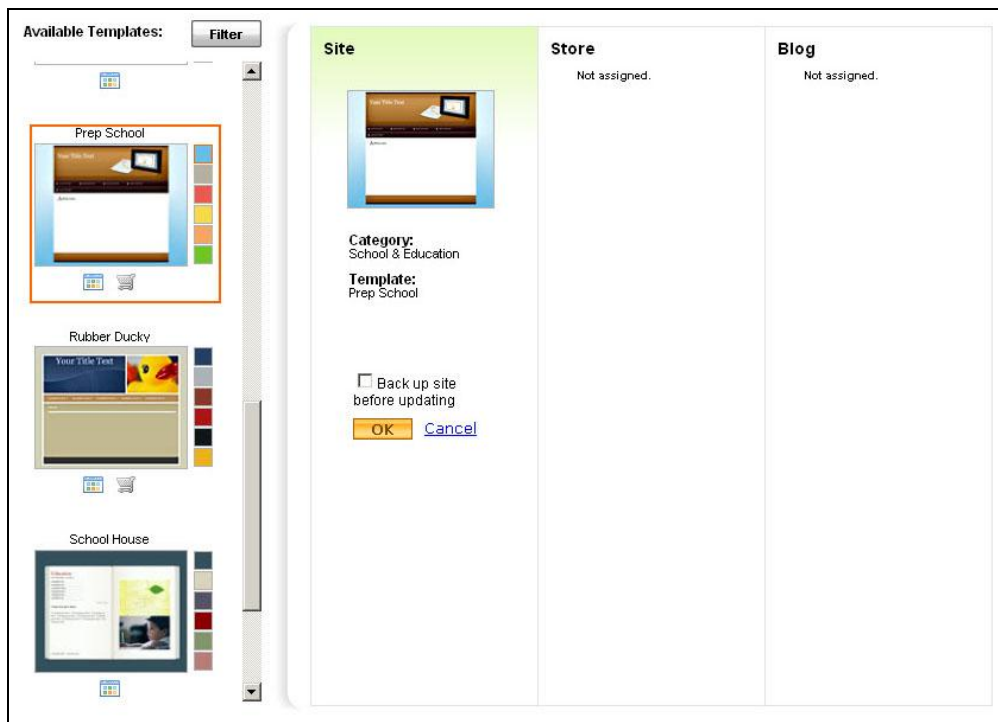
## To Change Your Template

You can change your template at any time without losing the content you added.

1. Click the **Menu** pull-down, if necessary.



2. Click the **Template** tab.



Change Template Screen

3. In the **Available Templates** area, you can do one of the following:
  - Scroll through the templates available in the Category you previously selected during setup.
  - Click **Filter** and complete the following for a more advanced search:

### Category

Select a category that best describes the type of site you want to build.

### Templates that work with

Click the icon(s) that represent the product(s) for which you want to use the template, and then click Update. For example, if you want your Web site to match your shopping cart, select both Site and Store so only templates that work with both display.

► **NOTE** In the Available Templates area, change the color scheme of your template by clicking one of the color swatches next to the thumbnail of the template.



4. Click a template thumbnail to select it.
5. Click **OK**.

To go to the Page Designer and check out your site, do the following:

1. Click the **Site** tab.
2. If necessary, select **Launch Page Designer** from the **Design** menu.

## Navigating WebSite Tonight

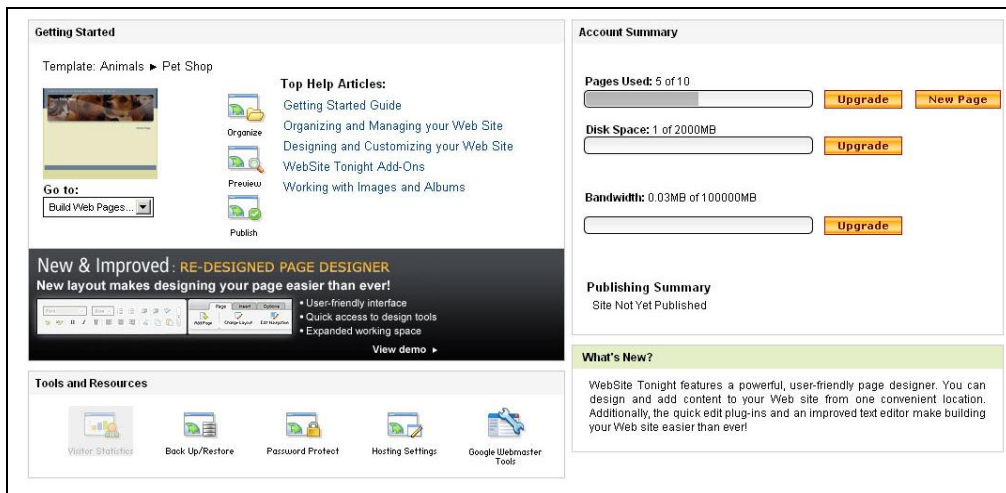
WebSite Tonight consists of two main screens, the Home Page and the Page Designer. If you're following through this guide step-by-step, you're on the Page Designer right now. As tempting as it is to begin right away, take a few minutes to cruise through WebSite Tonight and learn your way around.

In this section, you will:

- Discover a few options available on the Home Page
- See how to get to the Home Page from the Page Designer and vice versa
- Learn about the Page Designer and how it helps you design your site

## Home Page

WebSite Tonight's administrative functions are available through the Home Page. The Home Page displays when you first log in to your account.



WebSite Tonight's Home Page

A few things to do on the Home Page include:

- See the number of pages your site uses in the **Account Summary** area
- Add a forum and/or guest book from the Add-Ons menu
- Click **Hosting Settings** from the **Tools and Resources** area to set up your statistics and see how many people are visiting your site

## To Get to the WebSite Tonight Home Page

If you are working in the Page Designer and want to return to the Home Page, do the following:

1. Click the **Menu** tab in the upper left corner.





2. Select **Home**.

► **TIP** Any time you want to see the menu options, click the **Menu** tab in the upper left corner.

## Page Designer

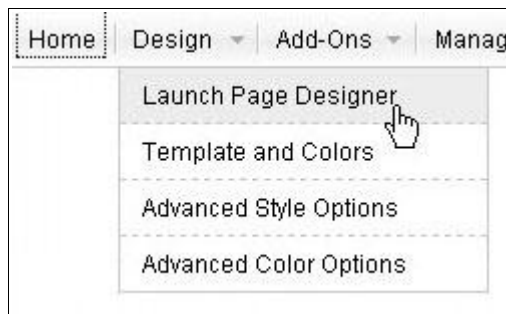
The Page Designer lets you add text, images, tables, forms, and other content to your site.

The Page Designer has two parts:

- The WebSite Tonight toolbar
- The WYSIWYG (What You See Is What You Get) Editor

### To Launch the Page Designer

1. From the **Design** menu, click **Launch Page Designer**.



### Understanding the Page Designer Toolbar

The toolbar contains options to modify text, change layouts, and insert items like images and movies.



The Page Designer toolbar

► **TIP** The toolbar updates based on your selection in the content blocks in the lower portion of the page. For example, click an image in a content block and you'll see an **Edit Image** option in the toolbar's **Options** tab.

### Using the WYSIWYG Editor

The WYSIWYG editor lets you add content—text, images, tables, movies, music, and other items—all with the click of a button, or buttons.

WYSIWYG editors make designing a site easy. There is no second-guessing how your site is going to look.

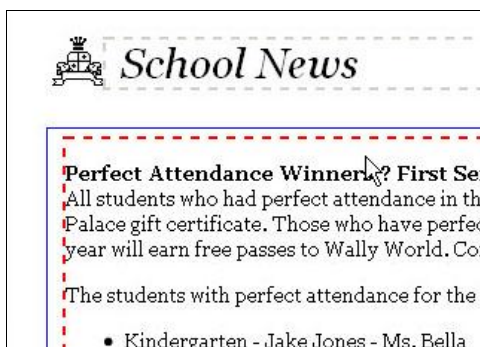


The Page Designer WYSIWYG editor

### Editing Your Site Using the Page Designer

Creating a Web site is a rewarding experience. It's exciting to show your friends and family and prospective customers your creation. Spend a few minutes in this section to learn the basic skills you need to impress all your visitors.

Editing your site is as simple as clicking content blocks. Content blocks outline in red when you position the mouse cursor over them.



#### What is a Content Block?

Content blocks are containers for information in WebSite Tonight. Each page uses a layout containing content blocks. The organization of the blocks is determined when you choose your page layout.

You can add, share, move, and delete content blocks.


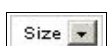









## Editing a Content Block









After clicking a content block to edit, you can insert and modify text, add images, and add items such as music and movies.

### To Modify your Text

To modify existing text, highlight it with your mouse and then use any of the formatting options explained in this table.





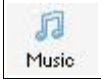



Option	Description
 <b>Font</b>	Select the font you want to use.
 <b>Size</b>	Select the font size you want to use. Font size ranges from 1 to 7; 1 is the smallest and 7 is the largest.
 <b>Font Color Picker</b>	Select the color of your text.
 <b>Text Background Color Picker</b>	Select the color you want to use to highlight the text.


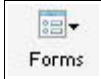
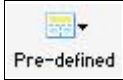

Option	Description
 <b>Bold</b>	Makes the text bold.
 <b>Italic</b>	Makes the text italic.
 <b>Underline</b>	Underlines the text.
 <b>Create Link</b>	Adds a hyperlink. Highlight the text you want to add a hyperlink to, click <b>Create Link</b> , select the type of link, and enter the link information.
 <b>Justify Left, Center, Right, or Full</b>	Aligns the paragraph to the left, center or right.

Option	Description
 <b>Numbered List</b>	Create a numbered list.
 <b>Bulleted List</b>	Create a bulleted list.
  <b>Increase Indent or Decrease Indent</b>	Increase or decrease the amount of space the paragraph is indented.
 <b>Cut</b>	Cut content from the page (which you intend to paste in a different location).
 <b>Copy</b>	Copy content from the page to paste in a different location.
 <b>Clean Microsoft Word HTML</b>	Removes formatting from text that is imported from a Microsoft Word document.
 <b>Clear All</b>	Removes all content from a content block.

## Inserting Images and Other Items

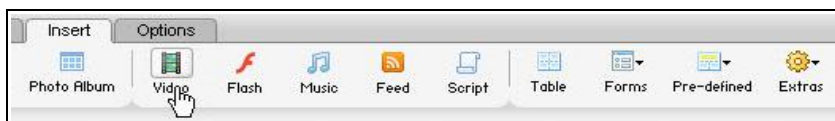
You can insert flash, music, forms, scripts—you name it—from the Insert tab at the top of the screen.

Option	Description
	Insert an image into your site. Supported image types are .jpg, .gif, .png, .bmp, .jpe, .jfif, and .dib.
	Insert a photo album into your site. A photo album allows you to display a gallery of your images. Users can click on the gallery to view slides of your images.
	Upload up to 30 mb of video in either .mpg, .avi, or .wmv format or specify a URL to the video location.  <b>NOTE:</b> This feature is not available with the free version of WebSite Tonight.
	Upload up to 30 mb of flash or specify a URL to the flash file location. Flash should be in .swf format.
	Upload up to 30 mb of music in .mp3 format, specify a stock audio clip provided by WebSite Tonight, or provide a URL to an audio clip. It is recommended that you only upload files with a sample rate of 11.025, 22.050, or 44.1 kHz, and a bit rate of 32,64,96,128,160, or 196.
	Add an RSS Feed to your site. An RSS feed provides items containing short descriptions of Web content or articles with a link to the full version of the content.
	Insert Java Script into your site. JavaScript is a text-based scripting language that allows you to add interactive functions to pages on your Web site.
	Insert a Widget into your site. Widgets are small pieces of code that interact with a third party Web site to create added functionality on your site.

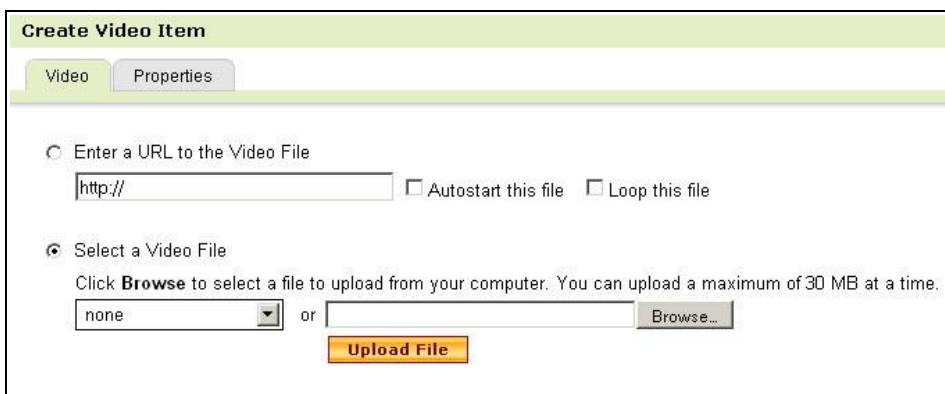
Option	Description
 <p>Table</p>	<p>Add a table to your site. Tables are useful for formatting and aligning different styles of text.</p>
 <p>Forms</p>	<p>Add a form to your site. A form allows users to input and submit data, such as order information or user information. When a user submits the form, it is sent to the email address specified on the Site Settings page.</p>
 <p>Pre-defined</p>	<p>Insert pre-defined text such as the page title, company name, or email address associated with the Web site.</p>
 <p>Extras</p>	<p>Insert extras such as a calendar, scrolling marquee, and hit counter.</p>

**To Add Images and Other Items from the Insert Menu**

1. Click the content block you want to add an item to.
2. Position your cursor where you want to add the item.
3. From the **Insert** tab, select the item you want to insert.



4. Set any preferences that display. (Varies depending on object selected.)



5. Click **OK**.

## Working with the Page and Options tabs




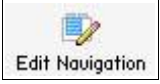
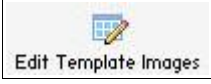

Now that you've added text and inserted some cool items on your page, you may want to add another page or change the layout of your page. To do either of those things, head to the Pages tab.

Or, maybe you're coming back to edit an image on your page because someone complained it was too large. Click the image and go to the Options tab to make some adjustments.



### Page Tab

Check out the options available in the Page tab as explained in this table.

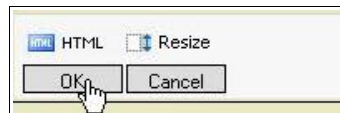
Option	Description
 <p>Add Page</p>	<p>Add a new page to your WebSite Tonight project. Base your new page off of the layout of an existing page or a different layout. After naming the page and selecting a layout, click the OK button to add the new page. Leave Reset page navigation checked to update your site navigation to reflect the new page.</p>
 <p>Delete Page</p>	<p>Delete the current page.</p>
 <p>Change Layout</p>	<p>Change the layout of the existing page.</p>
 <p>Edit Navigation</p>	<p>Create new navigation buttons to pages in your WebSite Tonight site, email addresses, and different locations on the Internet.</p>
 <p>Edit Template Images</p>	<p>When you select a template, you also select the default images the template uses. You can change them by clicking the Edit Template Images option.</p>
 <p>Preview Page</p>	<p>Click Preview Page to preview your site.</p>

## Options Tab

The Options tab allows you to modify items that are selected in a content block. For example, if you select an image in a content block, the Options tab contains Edit Image and Replace Image options, along with options that relate to the content block: Delete Block, Share, and Clear.

## To Save Changes to the Content Block

Click the **OK** button in the content block in which you are working.



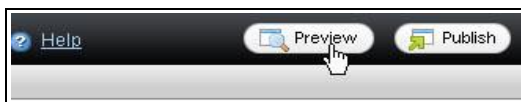
- **TIP** If you want to backup your entire site before making a major change, return to the Home page and select **Backup/Restore** from the **Manage** menu.

## Previewing and Publishing Your Site

To see how your site is going to look, use the Preview feature. When you're sure your site displays as you want, you can publish it to make it live on the Internet.

### To Preview Your Web Site

1. From the top right corner of the page, click **Preview**.



The Preview opens in a new window.

### To Publish Your Site

1. From the top right of the page, click **Publish**.



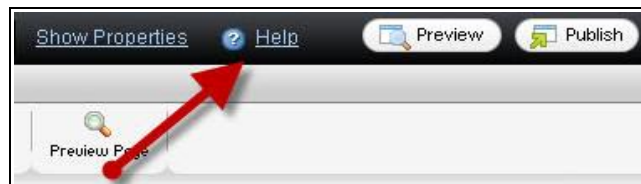
2. To publish your entire Web site, click **Publish All**. If this is your first time publishing your Web site, Publish All is the only option. To publish only pages you make changes to, click **Publish Updates**.



- **TIP** Changes to your site do not display on the Internet until you publish your site. Publish your site as often as necessary, but pay attention to the number of backups and how much disk space they consume. You can delete backup files to conserve disk space.

## Getting Help

The Help Center is available from within WebSite Tonight in the upper right corner.



When you click Help, the Help Center opens in a new window. Help is context sensitive. For example, click Help on the Page Designer and the Help Center opens with additional information about the Page Designer.

When you're in the Help Center, you can perform searches for any additional information you need.

## Troubleshooting

WebSite Tonight is designed to be easy and intuitive to use. There may be times, however, when you run into a roadblock. Here are some things that may happen as you work with the product.

### My Site is Not Displaying

If your site is not displaying, there may be a few culprits:

- You have not allowed enough time for propagation
- Your domain is not with us, or is in a separate customer account
- You do not own the domain name or it is misspelled

#### **You have not allowed enough time for propagation**

Changes to the settings of a domain take an average of 48 hours to become effective because of the number of networks involved, and because these networks are controlled by several different agencies. This delay applies to all domains with any Registrar.

#### **Your domain is not with us, or is in a separate customer account**

Let's say your domain name is coolexample.com. You've published your WebSite Tonight project, allowed 24-48 hours for propagation, and coolexample.com still shows a parked page.

The likely cause is the domain name is not updated to point to the WebSite Tonight account. If the domain is in the same customer account as the WebSite Tonight account, this process should happen automatically.

To point your domain to WebSite Tonight, you need to contact your domain registrar to update the domain's nameservers. The nameservers for your WebSite Tonight account vary according to when the account was set up.

**March 11, 2008 – Present**

ns51.domaincontrol.com  
ns52.domaincontrol.com

**September 19, 2007 – March 10, 2008**

ns43.domaincontrol.com  
ns44.domaincontrol.com

**January 31, 2007 – September 18, 2007**

ns5.secureserver.net  
ns6.secureserver.net

**November 15, 2006 – January 30, 2007**

ns1.secureserver.net  
ns2.secureserver.net

**December 15, 2005 – November 14, 2006**

ns3.secureserver.net  
ns4.secureserver.net

**Before December 14, 2005**

ns1.secureserver.net  
ns2.secureserver.net

OR

wsc1.jomax.net  
wsc2.jomax.net

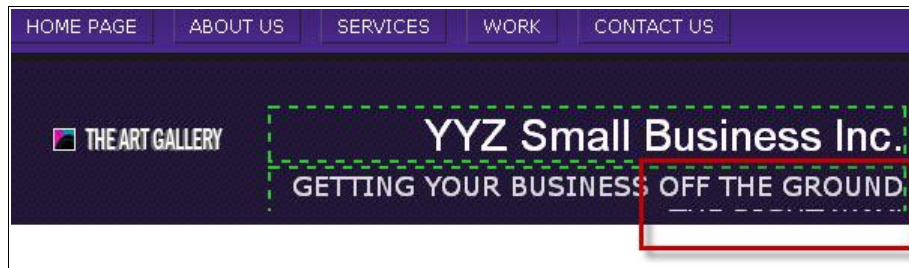
**You do not own the domain name or it is misspelled**

Make sure the domain name you entered in WebSite Tonight is the domain name you purchased, and verify that you own the domain you set up with WebSite Tonight.



## The Subtitle Text in My Header is Not Displaying

Content blocks in the header are a fixed size. If you have a tag line for your company that you want to use as a header, you may run into space issues, such as what is shown below:



The last part of the tag line did not fit in the block. You can consider reducing the font, selecting a different template, or putting the tag line in another location. If you know CSS, you can use WebSite Tonight's Advanced CSS option to enlarge the content block size.

## My Text Formatting is Wonky

If you copy and paste directly from Microsoft Word, you'll copy special formatting characters along with the text you're copying. You're better off copying from Notepad or another plain text editor.