

0) Unzip the ZIP-file to your Desktop.

There should be a folder called "template" on your Desktop now.

Open index.html with a double click in your preferred web browser.

Be sure to frequently hit "refresh" in your browser whenever you change anything in the steps below.

You will then have a LIVE PREVIEW every time.


Did you break anything? Do you need a new start? Just unzip the ZIP-file again!

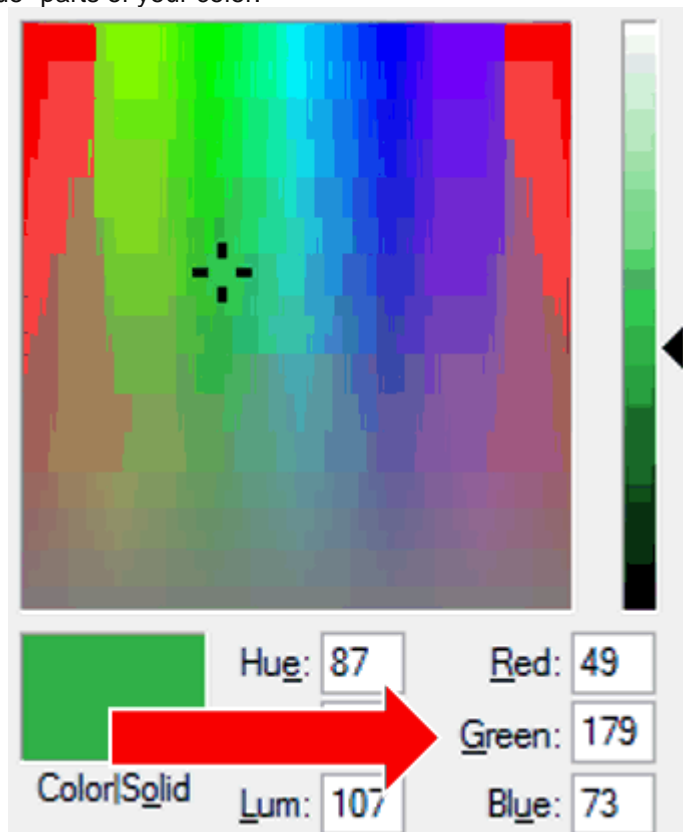
1) Decide if colors matter for you.

- If you want our template to shine in **YOUR** colors, continue reading with step 2)
- If colors don't matter for you, simply delete the folder "colors" that is in your unzipped folder "template" located on your Desktop. Continue reading with step 3)

2) Pick a couple of nice colors, e.g. "black" (000000), "gray" (606060), "UCL's turquoise" (0097a9), "NPL's blue" (00689e), and find out their "HEX-Codes"...

Here's one example how to do it if you've never done it before and if you don't already know by chance:

- - Search for your affiliation's name and the word "logo" in Google, e.g. "National Physical Laboratory Logo"
- - Download a picture and open it with PAINT (or any other image software)
- - Use the "color picker" tool to pick your logo's primary color:
  - 
- - Click on the large "rainbow" color pane ("Edit Colors") and find out about the "red", "green" and "blue" parts of your color:



- - Use <https://www.rgbtohex.net/> to convert to a HEX-Value

R Red

49

G Green

179

B Blue

73


Convert to Hex →

R 49 G 179 B 73

Converts To

#31B349

Copy



- 
- - If you've found a couple of nice colors that are related to your affiliation, open the folder "colors" in the folder "template" that you've unzipped to your desktop.
- - Open each file and change the SECOND LINE ONLY.
- - Input the six-digit-color-code, e.g. "31B349"
- - Save and close each file.

### 3) Start editing the content of the nav-bar.

- - Open the folder "content".
- - Open the folder "0.0\_navbar".
- - Decide which information you want to include, delete all files that seem superfluous for you.
- - Open the remaining files 1-by-1 and, in each file, edit the SECOND LINE ONLY. Provide a simple link starting with "http...".
- - (Note that "[www.company.com](http://www.company.com)" won't work, it should be "<https://www.company.com/>", e.g.

(That's it! Navbar is all setup!)

### 4) Start editing the content of the "start view"

- - Navigate to the folder "0.1\_start\_page\_content" (template -> content -> 0.1\_start\_page\_content)
- - Decide whether you want a background image. If so, replace the sample image ("start\_page\_background\_image.jpg"). If not, just delete the sample image.
- Note that the replaced image must have the same name and file format (jpg).
- - Decide whether you want your logo in the middle of the start page. If so, replace the sample image ("start\_page\_logo\_image.png"). If not, just delete the sample image.
- Note that the replaced image must have the same name and file format (png).
- - Decide whether you want your a claim in the middle of the start page. If so, replace the the SECOND LINE ONLY in the text file ("start\_page\_text.txt"). If not, just delete the text file.

### 5) You've now understood the principle ...

- If you don't want to keep an item, delete it!
- If you want to keep it, change it (but leave the basics "file name" and "file format" the same).
- Do this with all the other parts of the website.
- Deleting a tile's heading file will delete the whole file, i. e. --> a tile must have at least one heading.

6) Once you're done, zip your folder "template" again and send it back to me with all the alterations that you've made. We're ready to bring it online in virtually SECONDS.