



Creating a Website – It Can be Simple!

Making a website for your group or organization can be a daunting task, but there are some important benefits. We are in the information age, and the internet is a quick, easy, and popular way to reach people. Websites can be bookmarked so people can check and recheck them with ease. This eliminates losing information on a sheet of paper or forgetting it. One website that makes creating your own website easy is Webs.com. This site will help you set up a site, post pictures, dates, or any other information you want to include.

1. The first step is to go to Webs.com and pick which type of website you would like to create. The choices are personal, groups, or business. Choosing what site you would like to design will help Webs.com to tailor your options in creating the site. Once you have chosen, click “Create A Website.”

Pick a Site Address: .webs.com

Choose a Password:

Create a Website

2. The next step is to make the web address of your site. This can be anything you want, but of course it would be helpful if it pertained to the purpose of the website. Fill out the fields on the next page asking for email and personal information. **Remember your username and password, because these are what you use to login to Webs.com later if you need to edit your site.**

3. The next step is to pick a template, or background, for your site. Webs.com has many choices to pick from. You can also go to the advanced setting after your website is made and pick your own colors.

4. Click “Create My Site!”

5. The next step asks you if you would like help in building the site, or if you would like to figure it out on your own. It is best to get help if this is your first time making a website. Webs.com will then ask what your site’s purpose is and suggest which pages for you to use. You can check or uncheck any pages that you are interested.

6. Some of the choices are a “home” page, “about us” page if you are making the website for a group, or even a “calendar” page on which you can post special events or meetings. There is also a page that allows people who view your site to become members. This option allows you to have a blog or allow comments on your website from people who want to leave them. You can even set up a mailing list of the members so you can email them when you have an announcement to make. Later, if you

change your mind about the pages you want to include, you can go back and add or remove them to your liking.

7. The next screen you come to is the editing page of your site. On the left there is a toolbar in which you can add text, pictures, videos, links, and other items to your site. To start typing, simply click inside the box that reads “start typing here.” You can highlight those words and start typing, so they do not show up on your actual page. You can also put a title in this same way.

8. To make another box of text or section to this page, click the yellow “content box” button on the left of the screen. This will insert a new box where you can again put in any information you want.



9. Once you start typing inside a content box, a small toolbox appears above it. If you mouse over each option you can see what it does. This toolbox allows you to edit the content box further.

10. You will see that there are also formatting options on the toolbar on the left. Should you want to change the look of your text, this is the place to do it.

11. If you chose certain pages to include in your site such as a calendar or a blog, you can edit each of these pages by clicking on their respective links on your page. There will be on screen instructions for each section as to how to upload photos to a photo album or how to make new entries.

12. Across the top of the screen, there are a few other options, such as “Edit Template” and “Manage Sidebars.” These options allow you to change the look of your site.

13. Once you are finished with the initial steps, you can click “exit to site manager” at the top of the screen. This page lets you see each of the pages on your website and gives you options to edit, delete, or various other actions. You can also add pages to your site on this page.

14. Don’t forget to hit the “Publish Site” button when you are satisfied with the way your site looks. This allows you to save all the changes you make and preview your site in case something just doesn’t look quite right. Once you get accustomed to working around Webs.com please explore other options in your website. You have control over mostly everything you create. Hopefully this tool will help you get your information out to those who need it!

-Marissa Joscelyn Graphics courtesy www.webs.com

Announcements

- **Revised Specialized lists available.** The lists include information on support groups available by topical areas including **Addiction, Caregiver, Disability, Grief, Health, Mental Health, Parenting, Physical and Sexual Abuse, Sexual Orientation and Youth.** These lists are handy reference materials in lobby/waiting areas or for distribution to individual clients. Call the Self Help Center to order copies free of charge if you pick up at the office. Postage and handling fees apply if copies are mailed.
- The 12th edition of the **Support Group Directory** is available at no charge if you pick up copies at Family Service, 405 S. State St., Champaign during office hours M-F 8:30 a.m.-5 p.m. Mailed copies cost \$2.00 prepaid to Family Service Self-Help Center with a notation stating quantity of support group directories ordered. An online version is also available at www.selfhelp.famservcc.org arranged by topic.
- **Issues in Self-Help Group Development and Process course** on Mondays, 7-9 pm beginning Jan. 25th –May 3rd 2009. This course is an introduction to the self help support group model and includes in class time to practice facilitation, listening and group process skills. For registration information contact Sharon at the Self-Help Center.



Group Updates

New Groups:

Alzheimer Caregiver Support Group – Meets 3rd Thurs., 6:00-7 p.m., Hawthorne Inn, 3222 Independence Dr., Danville Contact: Kim LeLoup 431-1600 x5

Care and Share Support Group – For caregivers and family members of persons with progressive memory loss. Meets 3rd Thurs., 1-2:30 p.m., First United Methodist Church, 210 W. Church, Champaign. Contact: Sandy Burgener 898-4251 or email sburgener@illinois.edu

Chronic Illness Support Group – Support for persons with chronic illnesses or conditions and their friends and family. Meets 1st and 3rd Sat., 10-11 a.m., Vineyard Church, 1500 N. Lincoln Ave., Urbana. Call Vineyard Church 384-3070 or email Kathy at vkmwm@yahoo.com

Colors of Pride – Serves the needs of LGBTA people of color. The group broadly aims to create a space of acceptance for all ethnicities, genders and sexual orientations. Contact Kellie at coleman2@illinois.edu or the LGBT Resource Center 244-8863

Face2Face – Personal, confidential support and information for heterosexual spouse/partners current of former or gay, lesbian, bisexual or transgender mates or mixed-orientation couples for constructively resolving coming-out problems. For information or to be put on list for group meetings email cu-face2face@straightspouse.org Nat'l Website: <http://straightspouse.org>

Freedom Support Group - For men who struggle with sexually addictive behaviors to live out sexual sobriety and wholeness. Contact: Pastor Don Follis 384-3070 or email don.follis@gmail.com

Ladies Loving Ladies – A weekly discussion group with participation in a wide range of community activities to foster a sense of community among women of all sexual orientations. Meets in the LGBT Resource Center, Room 323 Illini Union, 1401 W. Green St., Urbana. Contact LGBT Resource Center 244-8863 or Website: www.ladieslovingladies.webs.com

The Lord's Table – This group uses a biblical approach to weight management and includes large and small group discussion, sharing and prayer. The group also includes mentorship for accountability and encouragement. Meets Tues. 7-9 p.m., The Vineyard Church, 1500 N. Lincoln Ave., Urbana. Contact the Vineyard Church 384-3070 or email Essie at spencer.clan@hotmail.com

Mpowerment – A community group for young gay/bisexual men which hosts fun events and activities in a safe and supportive environment. Sponsored by the Champaign Urbana Public Health District. Contact Carrie Keenan 531-5364 or email ckeenan@cuphd.org

Write to Heal – For breast cancer patients up to 3 years from diagnosis, regardless of where they receive clinical care. Writing through the feelings, fears and anxiety associated with breast cancer has proven to promote physical and emotional healing. A new group will form in September. Contact Nia Klein 383-4820 or email Nia.Klein@Carle.com



Groups with Information Changes:

Adult Survivor of Childhood Sexual Abuse – Call Erin, Rape Crisis Services 344-6298 to be put on the list for the next scheduled session; meets 10-12 weeks per session

Baby Bootstraps Pregnancy and Postpartum Support Group – Contact Hellen 378-8575 for meeting location and schedule.

Domestic Violence Education and Emotional Support Groups – Contact Mary Stauffer, Children's Advocate, for children's group 384-4462 and Brenda Richardson 384-4462 for parent groups open to community members at A Woman's Place.

Female Survivors of Recent Sexual Abuse – Contact Pat Morey 333-3137; new location for the Women's Resource Center is 703 S. Wright St., Champaign, IL 61820

Healthy Young Families/Prenatal Group for Teen Parents – New contact is Nija Barkley Mental Health Center, 693-4573

Parents Care and Share Groups – New contact is Allyson Becker 309-843-5224 or email abecker@childrenshomeandaid.org





The Self-Help Center of Family Service Presents....

Fall Workshop
Saturday, October 31 – 9 a.m.-4 p.m.

**Facilitation Skills for Self-Help/Support
Group Leaders**

Topics: Facilitator Roles, Leadership Style and Shared Leadership, Group Membership Issues, Listening Skills, Dealing with Group Conflict and Difficult Behaviors and more...

Workshop Facilitator: Sharon Monday-Dorsey, Self-Help Center Coordinator

Workshop Location: Doris Kelley Christopher Hall, University of Illinois, 904 W. Nevada St. (corner of Nevada and Lincoln Ave.), Urbana. Studio Conference Room, Main Floor

Registration Fee: \$35 includes lunch and resource packet; \$10 additional fee for 7.5 hours of CEU credit for licensed social workers or counselors.

Information: Self-Help Center 352-0099

-----Registration Form-----

Your Name: _____ E-mail: _____

Group Name/Organization: _____

Address: _____

Phone: _____

Indicate any Dietary Restrictions or Special Accommodations Needed: _____

Fees Enclosed: \$35 Basic Registration Fee
 \$10 7.5 CEU Credit Fee

Make checks payable to:
Self-Help Center of Family Service
405 S. State St., Champaign, IL 61820

Register Early! Workshop Size is Limited!

Thank You



Marissa Joscelyn, Intern, University of Illinois, Human and Community Development Department for her assistance during the spring semester 2009 and her contribution to this newsletter;

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▪ **Help us save on printing costs** – Please send your email address if you would like to receive this newsletter in electronic form to sdorsey@familyservicecc.org

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In this issue:

- Revised Specialized lists available
- Creating a Website made Simple
- Facilitator Workshop Saturday, October 31st
- Self-Help Group Process course begins January 25th
- And more...

A program of Family Service funded by:

Member:



United Way of Champaign County

