

**Part 1 – About Templates for Word Processors**

I have made available for download the first batch of Club website templates. This series of templates is designed so that a template of choice can be downloaded from the ASC website. Clubs who wish to develop a website can then open the template in a word processor to add their content.

No knowledge of web site design is required – just the ability to use a word processor. Further series of templates, with instructions, will be provided for use in web design programs.

**What you get**

There are 16 templates in the first batch.

8 of them have the navigation links on the left:



The colour schemes are:

- Cream
- Dark Blue
- Light Blue
- Green
- Maroon
- Yellow
- Grey and White
- Grey and Maroon

While the other 8 have the navigation links at the top:

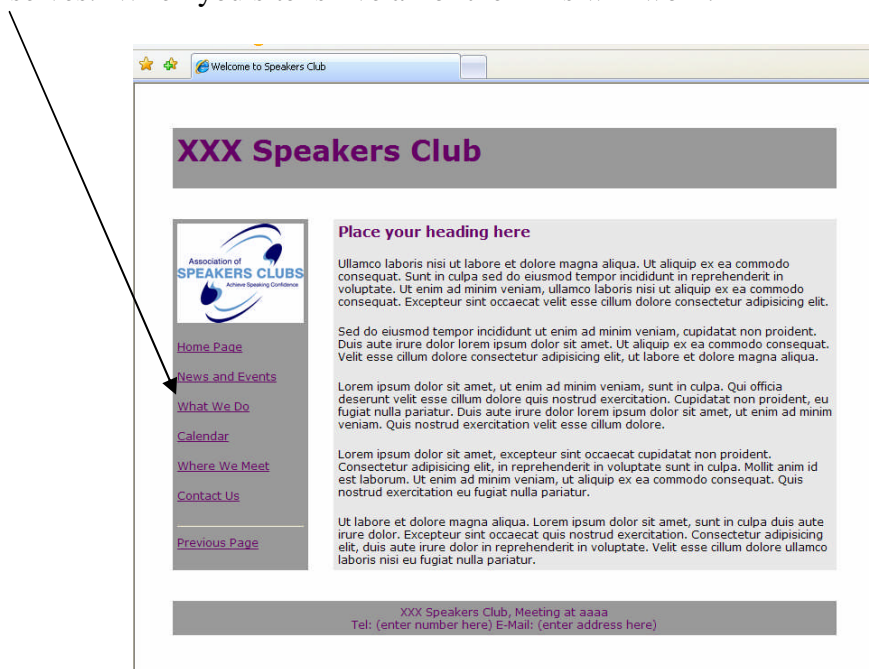


Each template is made up of 6 web pages:

Home Page	The first page your visitors see. This is their introduction to your Club.
News and Events	This page is for your Club news and to publicise any events you may be planning. You could include details of competitions here.
What We Do	A general introduction to what Speakers Clubs in general, and your Club in particular, do.
Calendar	Your calendar of meetings and events for the season.
Where we meet	Details of your meeting place and how to get there.
Contact Us	Contact details for your Club and a link to the ASC.

## What has been done for you

Each template has the pages already linked together so that you do not have to do it yourselves. When your site is live all of the links will work.



The ASC logo has been included and a visitor clicking the logo will be taken to the ASC Home Page. All you have to do is supply the content.

## Can I see what the colour schemes look like?

On the WebSPEAKER pages of the ASC website you will find a page showing thumbnails of the different schemes. Clicking a thumbnail will take you to a large scale illustration.

## What next?

- Part 2 - Downloading a template
- Part 3 - Your website specification
- Part 4 - Using the template