Getting Started and Making Pages

Document Pages –

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Logging In

1. Visit Webflow: https://webflow.com/

2. Log into Webflow: https://webflow.com/dashboard/login
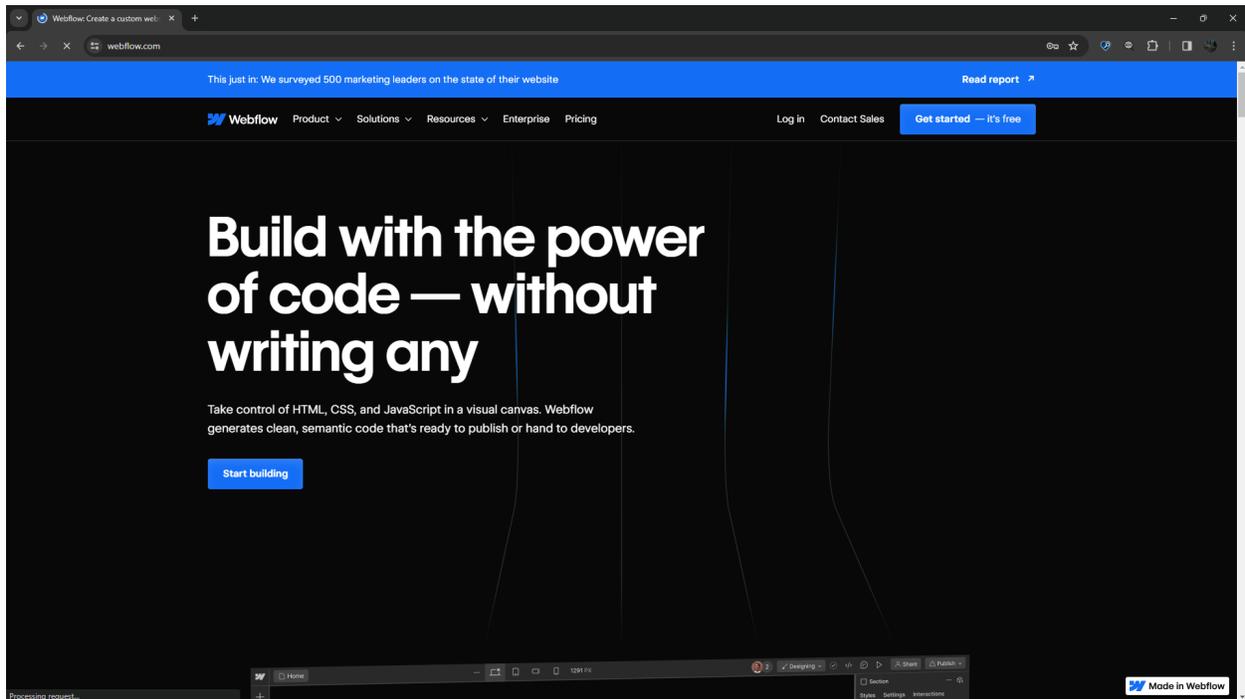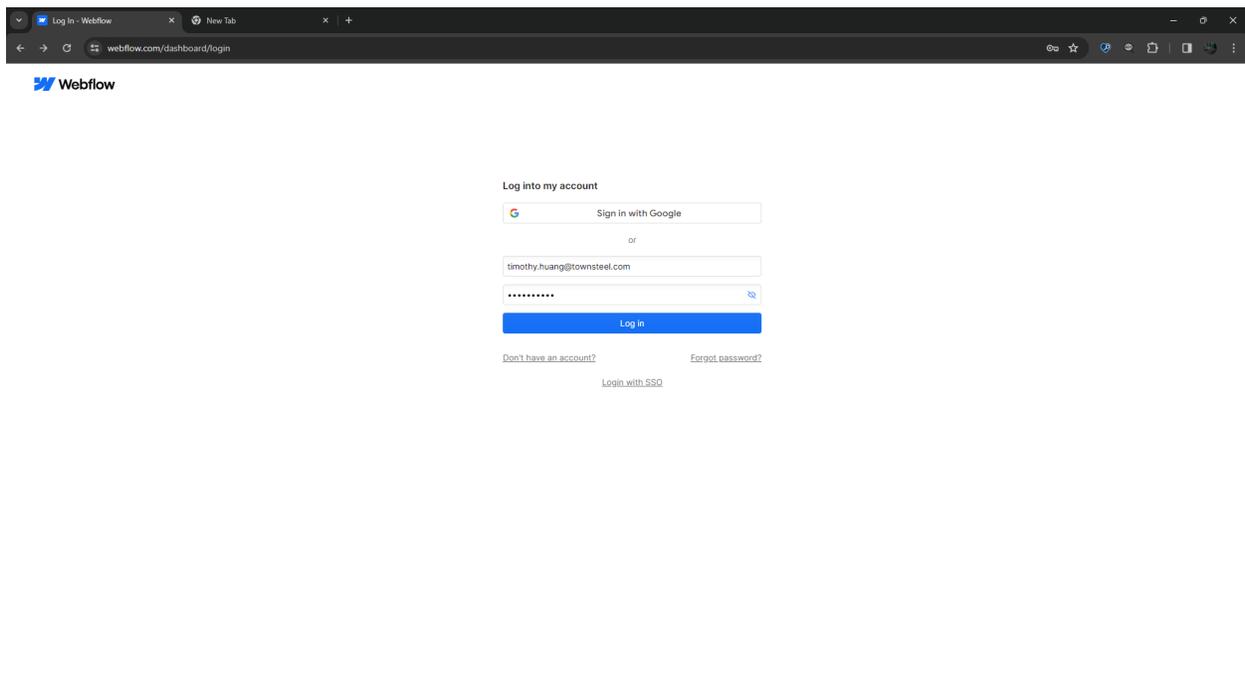
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3. Go to TownSteel Workspace and go to TownSteel and click on "Open Designer.
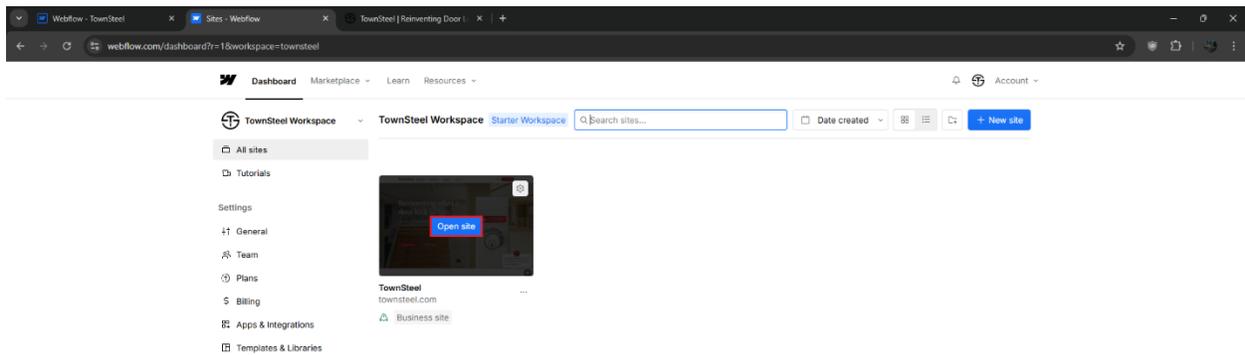
4. You are now in TownSteel Webflow Designer and can edit the website.
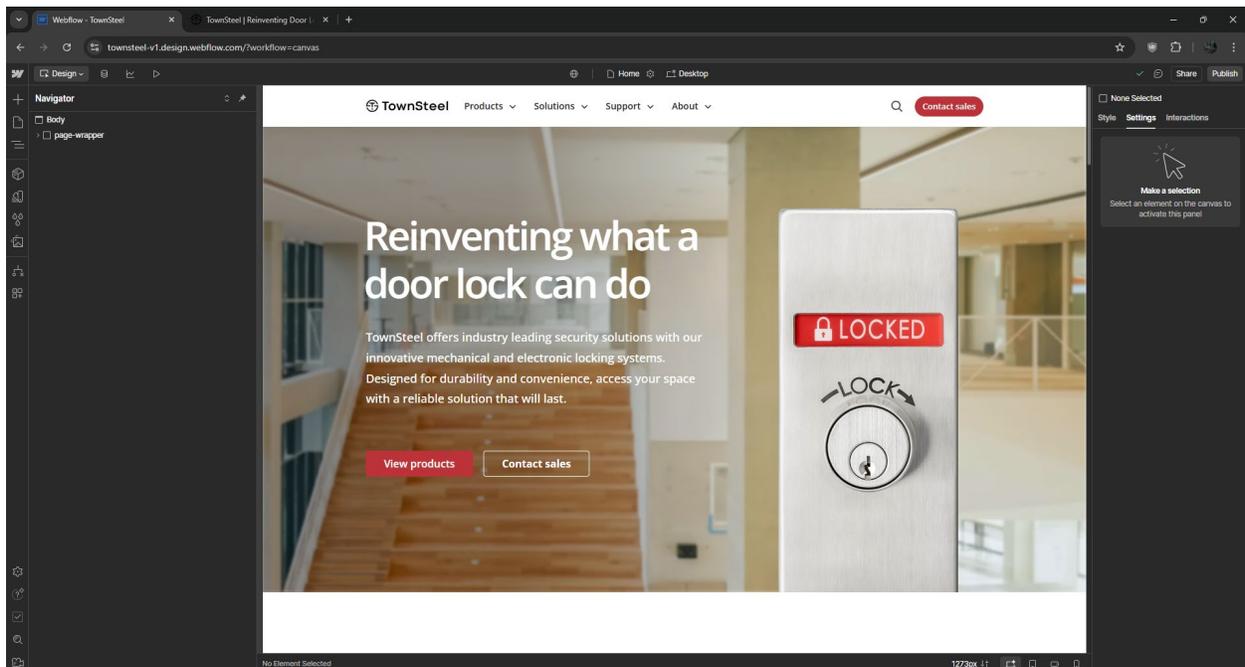
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Creating a Page

1. In Designing mode, select pages on the left side bar of the page.
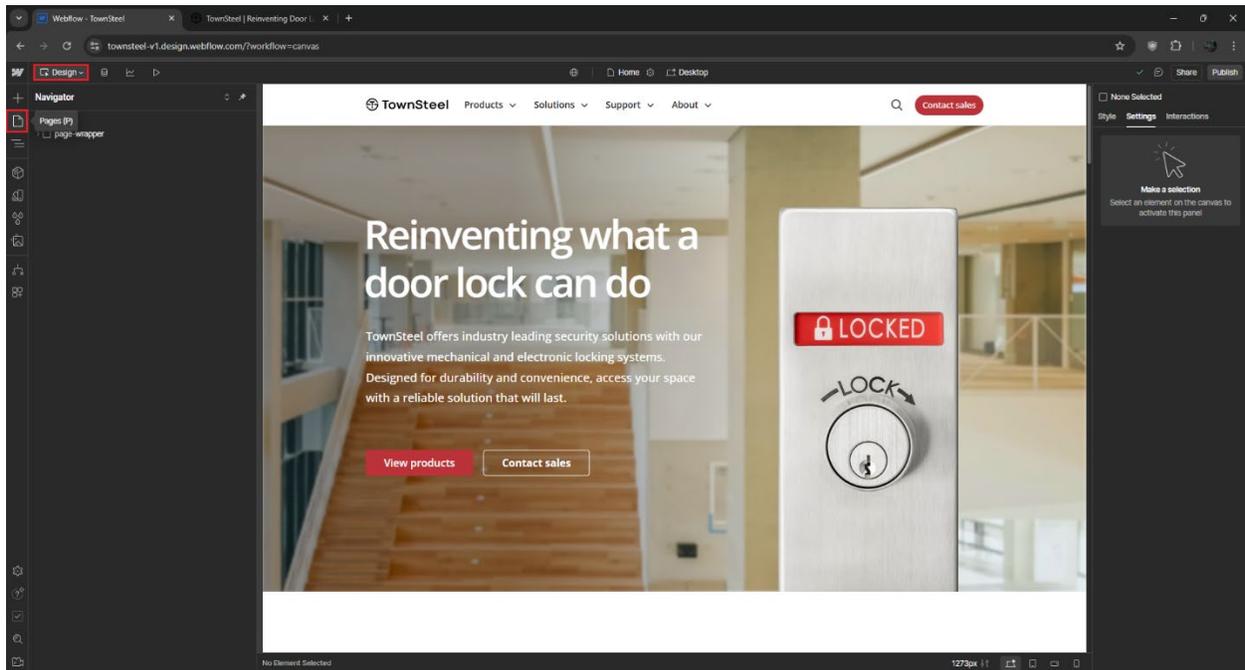
2. Create a new page or click the gear setting of a page to duplicate it.
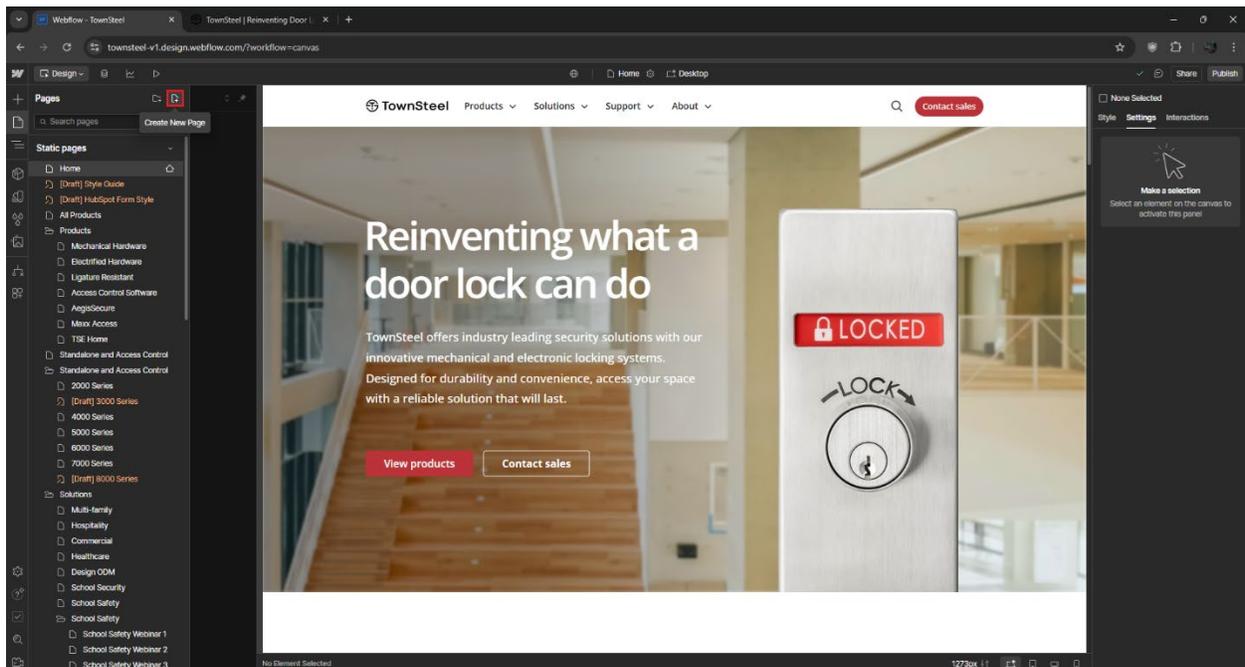
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3. Name the page and select a "Parent Folder" if applicable to the new page.
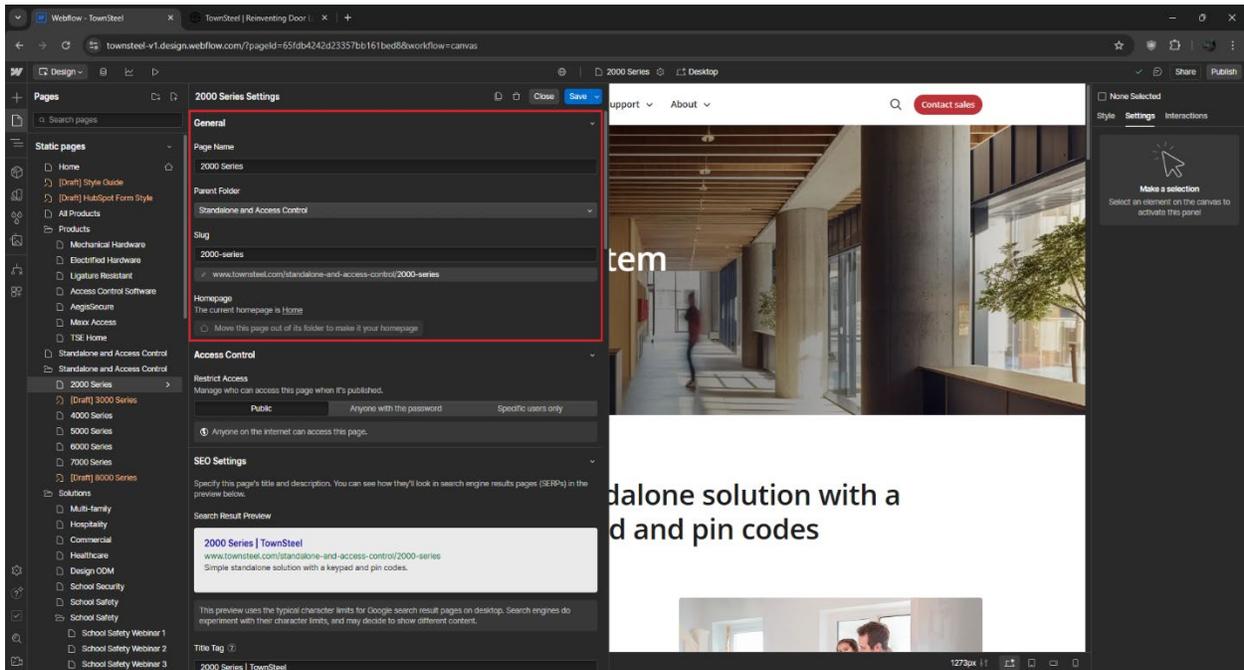
4. Title Tag is "Current Page Name | TownSteel" and add a short description of the page.
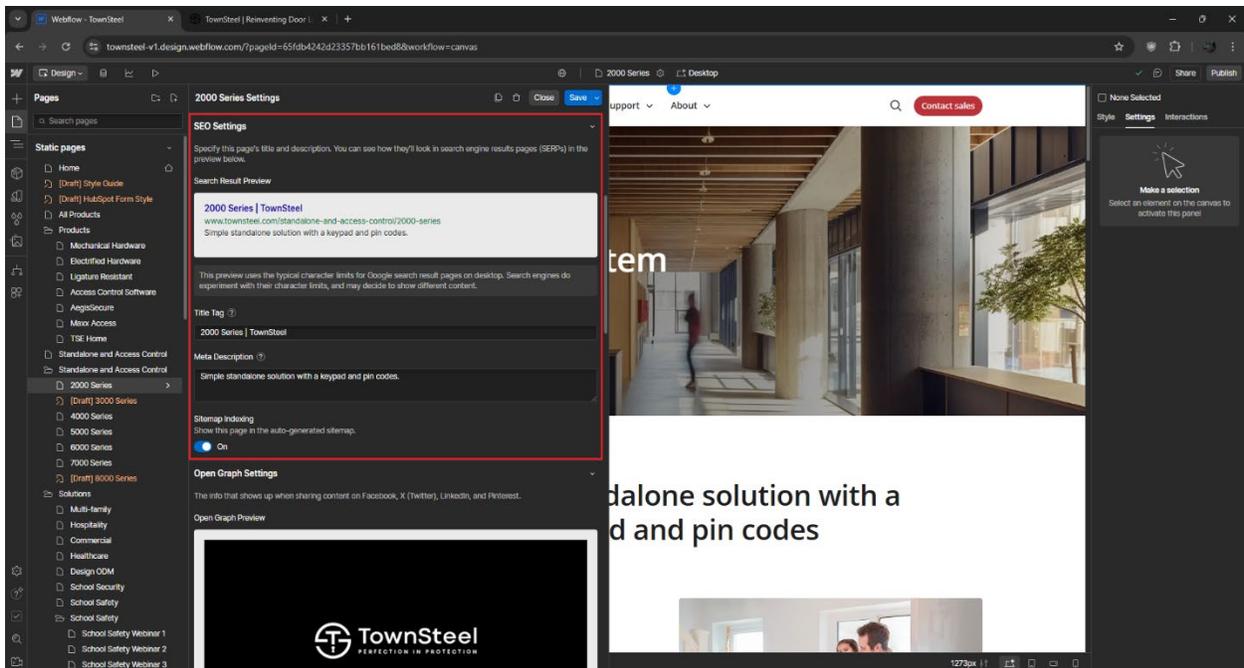
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5. Follow the Open Graph Settings. Image link for Open Graph Image URL: https://uploads-ssl.webflow.com/64f90d23d1904e27a2fe737a/65eb50d4fb2da181b0f27655_townsteel-black-open-graph-image.png
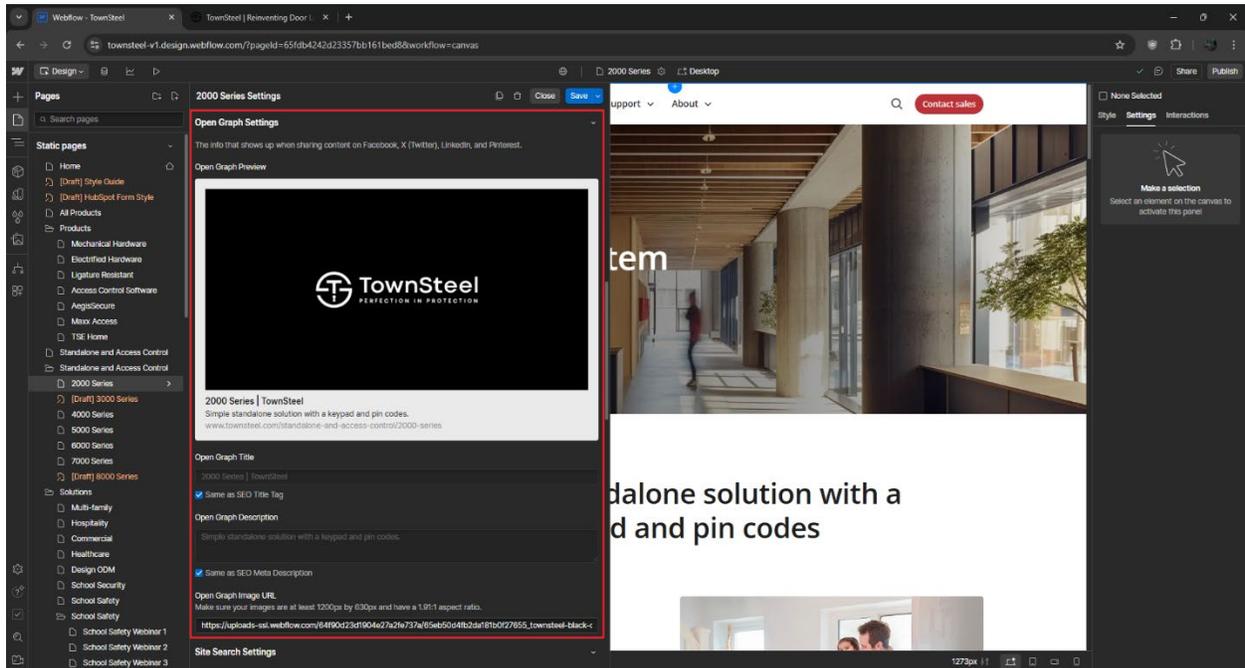
6. Site Search Settings, current page title but without "| TownSteel"
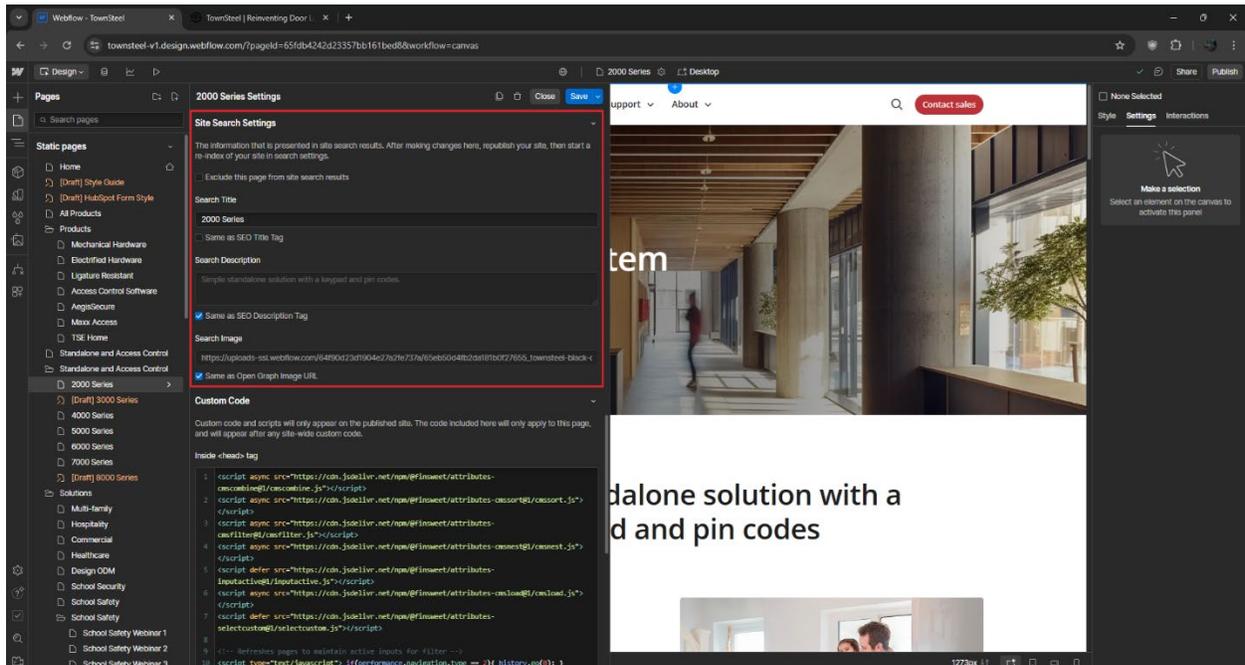
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7. Custom Code, copy the code that adds extra code and style functionality if duplicating a page with similar features (ex. Mechanical Hardware product list and filter). **Go to "Page Functionalities" section of this document to learn more.**
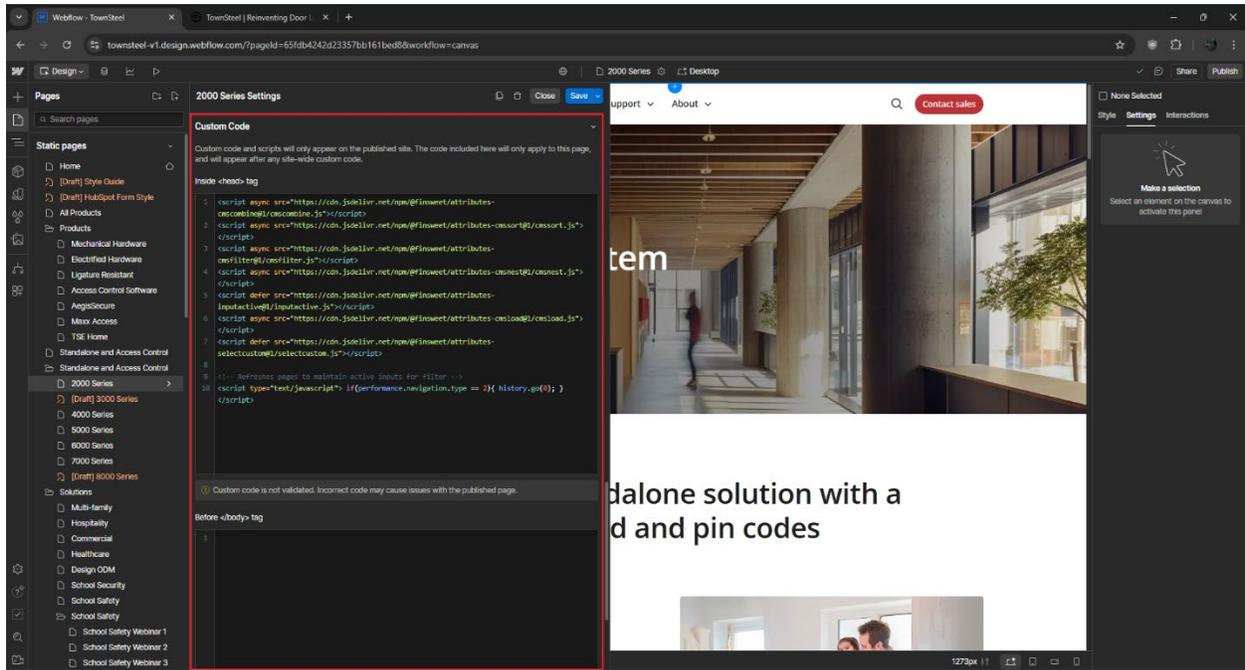
8. Go to a page and copy paste the page-wrapper component in the navigator. This helps keep consistent styling and the "Skip to main" button on every page.
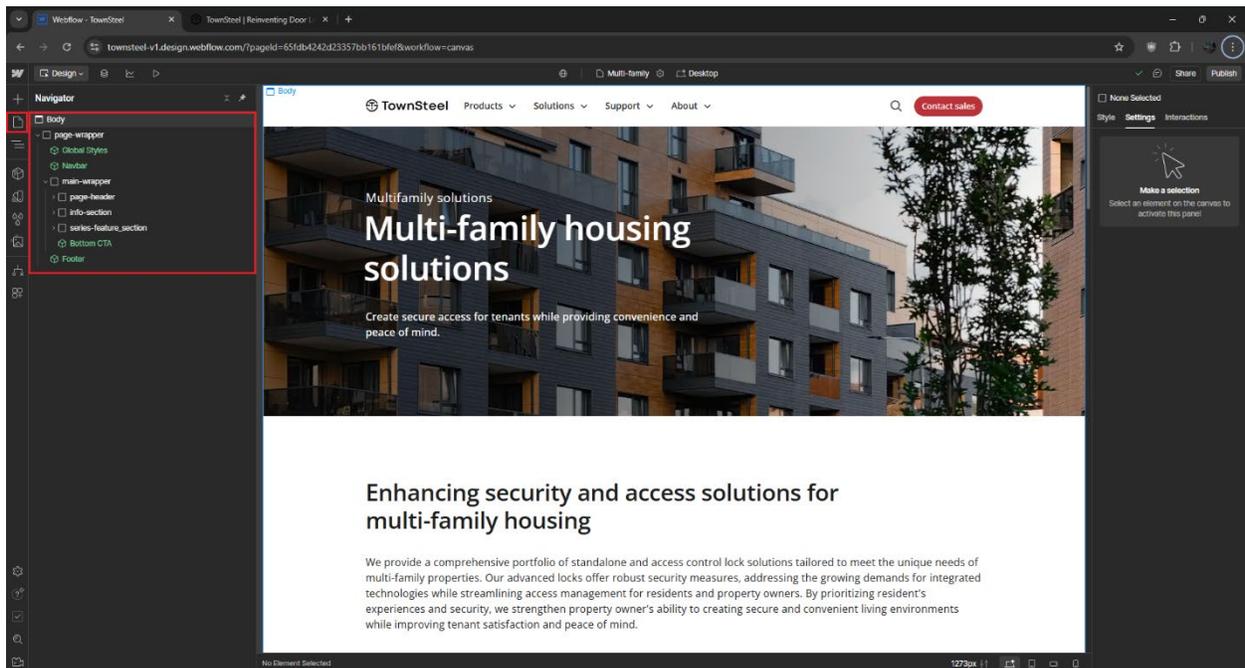
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9. Delete all components or keep components that you plan to modify. Make sure to duplicate and rename classes you plan to modify the style (ex. padding, width, etc). Keeping "Bottom CTA" is optional.
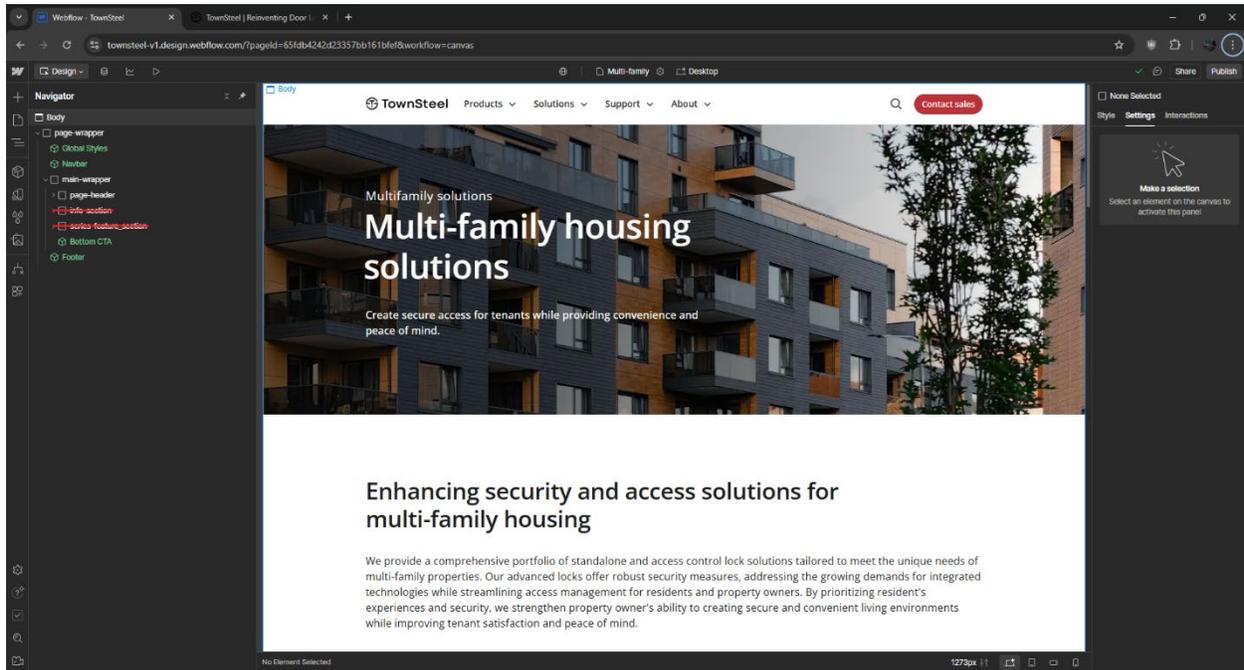
10. If using a page header, duplicate and rename image-overlay-layer and header-image.
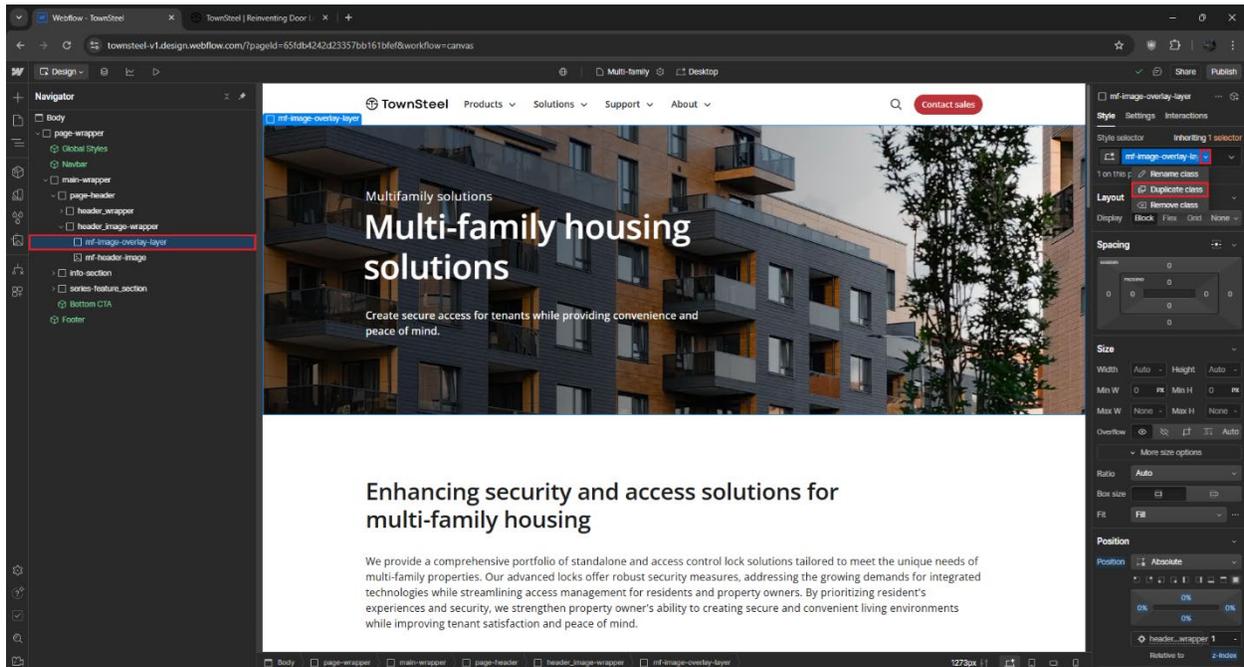
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11. Adding a page header image keeping the image at 1920x1080px less than 150kb. Make sure to include Alt Text when uploading the image.
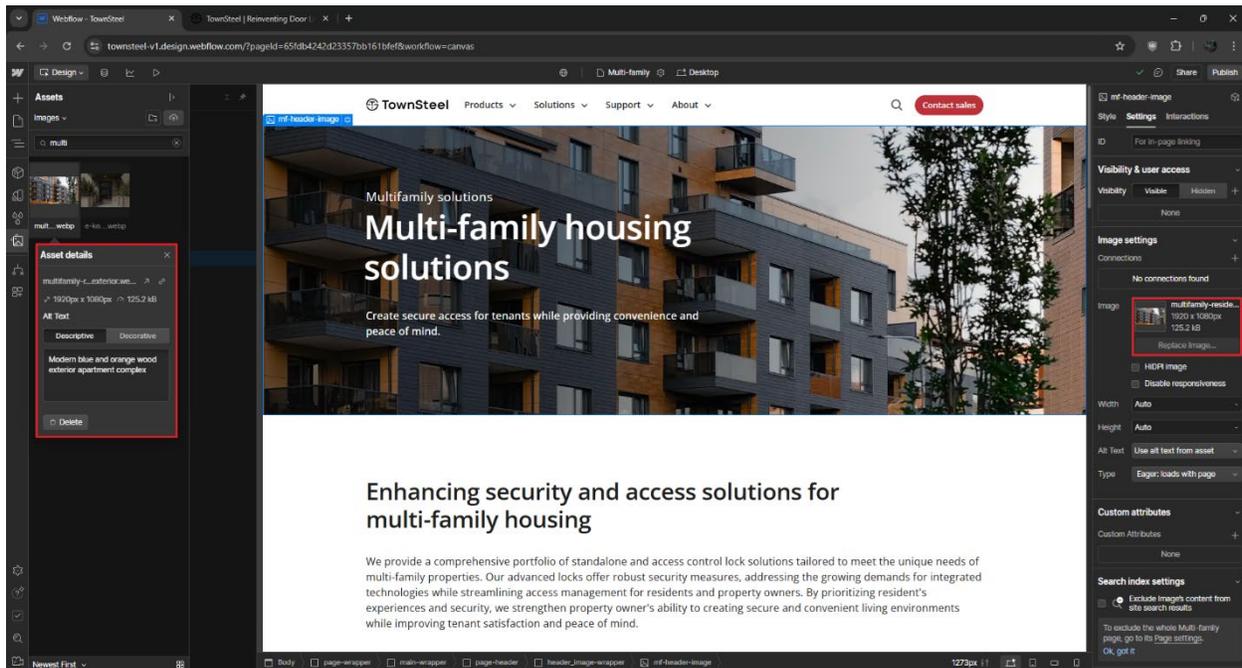
12. Paging designing notes:
    - Need to learn how to edit or create/design a page? Visit Webflow 101 course:
      https://university.webflow.com/courses/webflow-101
    - Website follows Finsweet Client-First to help keep site components more organized.
        o More information can be found here: https://finsweet.com/client-first
        o A quick guide can be found here: https://finsweet.com/client-first/docs/quick-guide
    - Conform to ADA and WCAG requirements to keep the website accessible:
        o Webflow tools and resources: https://webflow.com/accessibility
        o Webflow accessibility basic checklist:
          https://webflow.com/accessibility/checklist
        o WCAG information/requirements: https://www.w3.org/TR/WCAG21/
        o Website Audit Tool: https://wave.webaim.org/
    - "[Draft] Style Guide" page from Finsweet includes base and standard classes that can be used or added on as predefined styles or values.

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Page Functionalities

1. Finsweet attributes and functionalities. Website utilizes Finsweet to add additional website functionalities like advanced filtering.

    a. Feel free to download Finsweet extension for more tools in Webflow: https://chromewebstore.google.com/detail/finsweet-extension-for-we/mjfibgdpclkaemogkfadpbdfoinnejep

2. Reference Finsweet attributes page to understand how the website integrates Finsweet code and ensure that filters, sorting, accordions, animations, etc. work properly on the page https://finsweet.com/attributes.

3. Copying and creating a page/CMS with functionalities/code (ex. Mechanical Hardware product list and filter, Product Document filters), make sure to copy and paste or reference the custom code.
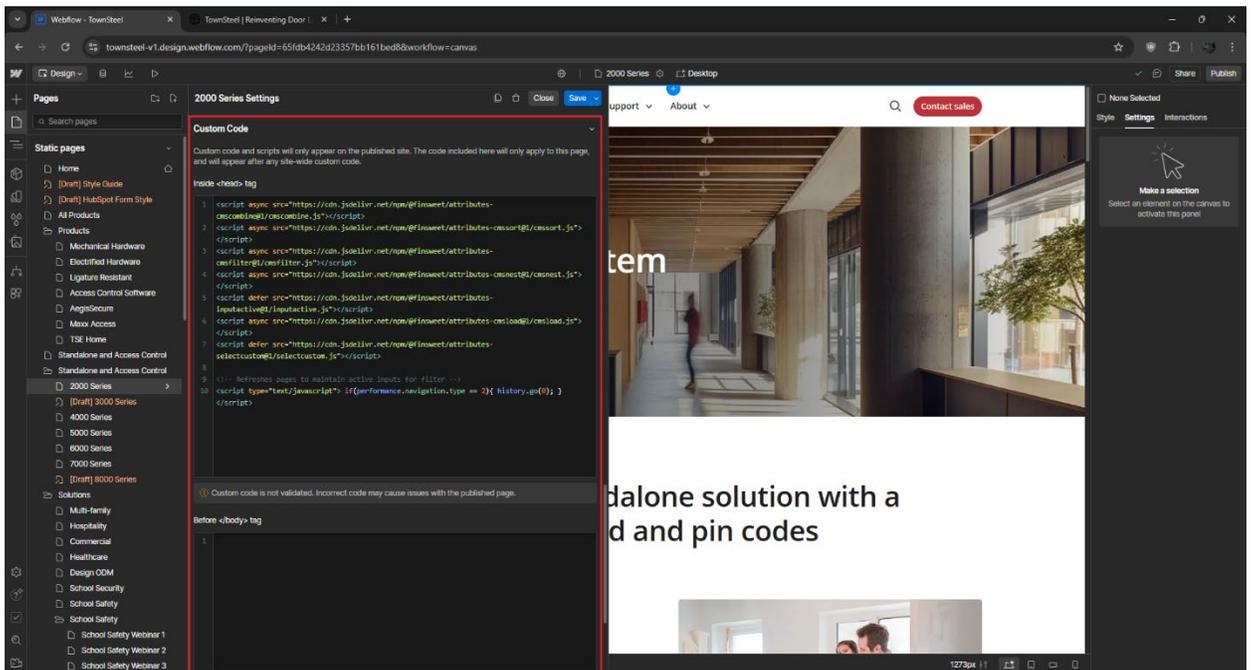
Finsweet Attributes used in this example: CMS Combine, CMS Sort, CMS Filter, CMS Nest, CMS Load, Input Active, and Select Custom.

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Backups

1. Backups can be used to revert to previous versions and are created automatically or can be created manually, they are accessible in Designing mode. Click the Gear button on the left.
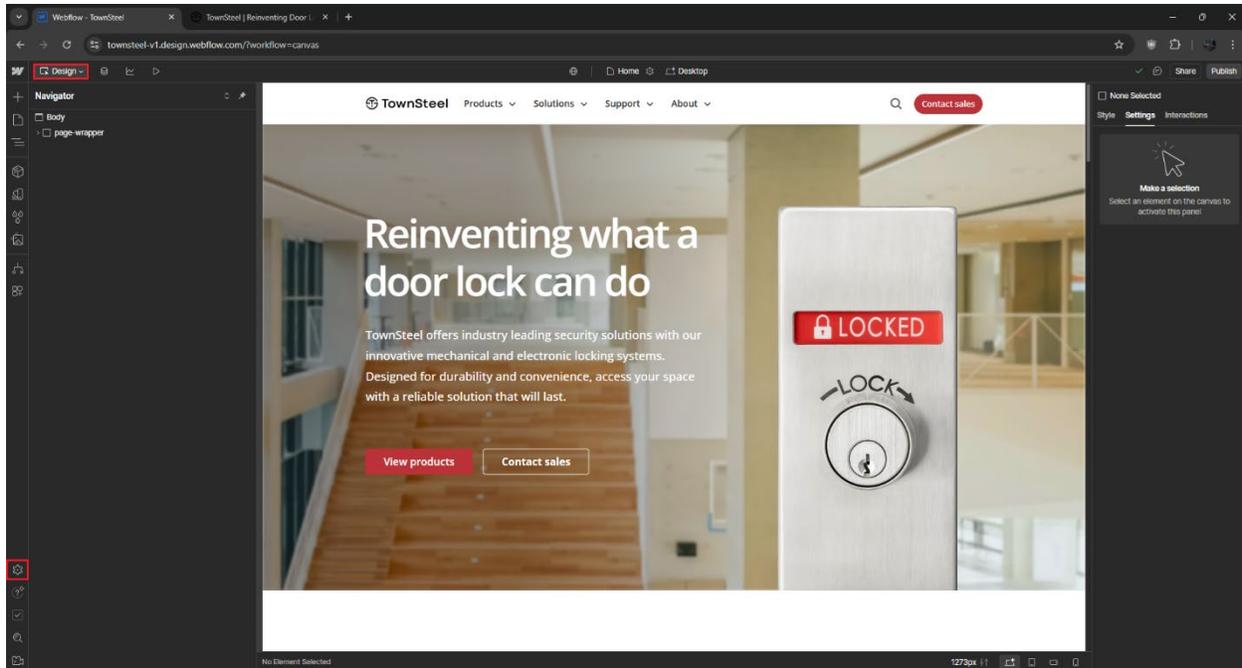
2. Click on the "Backups" button.
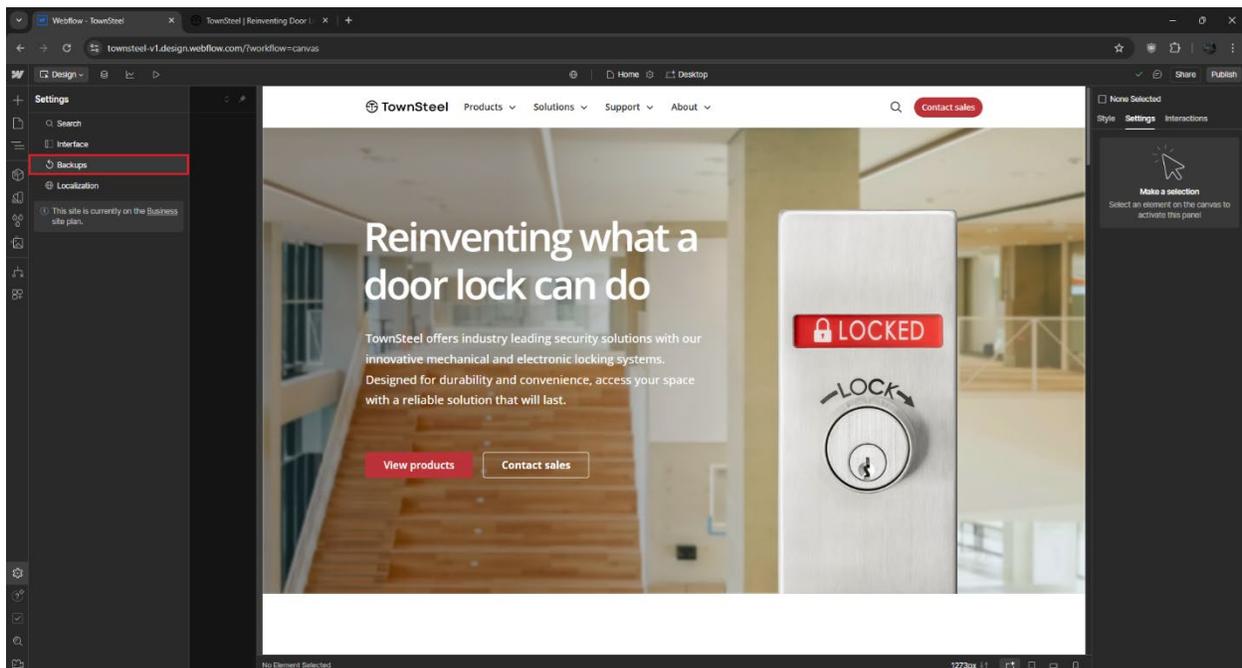
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3. For best practice, make a new backup before applying significant changes (ex. extensively modifying a page structure or style) or creating a backup before restoring to an old version. Put a description for the backup.
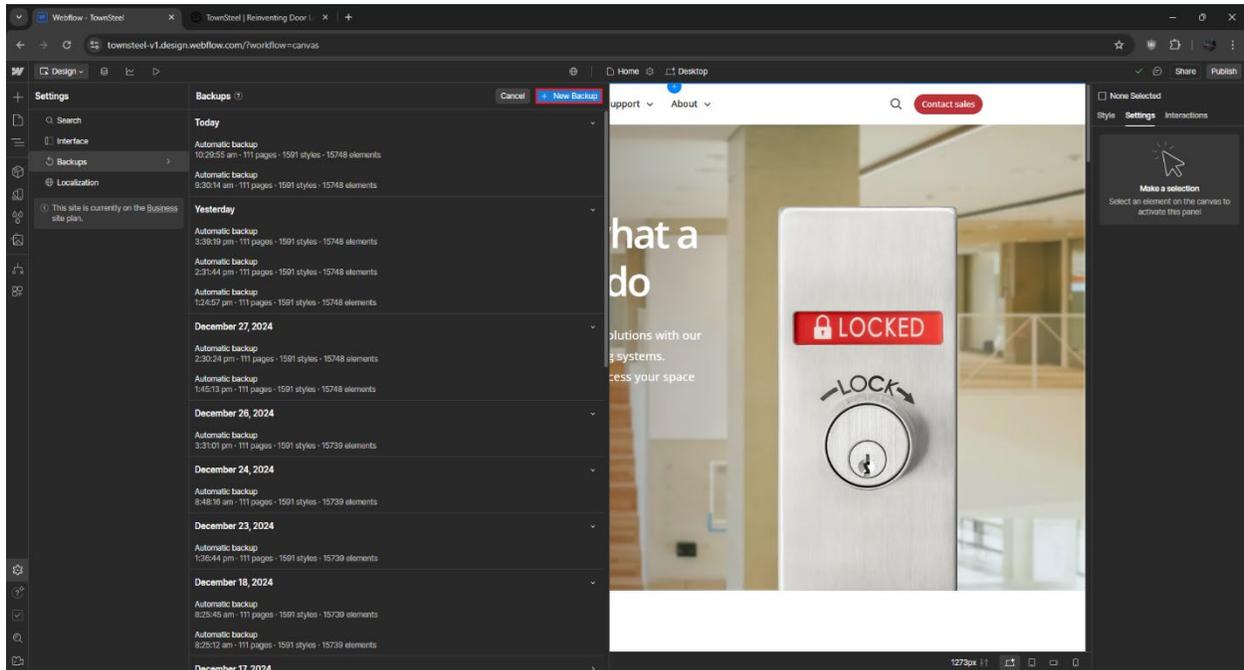
4. Hover on a backup and 2 buttons will appear. Click on the eye for each backup to view before restoring to that version, click on the 3 dots to restore or rename that backup.