

# ***Association of Traditional Hooking Artists***

## **New Website Guide**

### **What has changed?**

A lot.

For the new website, some of our goals included:

- Richer visual experience
- Protecting the privacy of our users
- Usability – making the site more user friendly and easier to understand
- Adding photo details (Hooker, designer, etc)
- Providing a website page for each chapter, including photos and enhanced information
- Enhanced event information with a functional maps page
- Resources for Chapters
- Enhanced ATHA photo history

When using our new site, please plan to explore and discover. We need to understand what YOU find difficult to use, so we know where we need to improve the website or this guidance. In some cases, we have been intentionally vague to help us with this task.

### **Getting Started...**

#### **Accessing the Website:**

<https://www.atharugs.com>

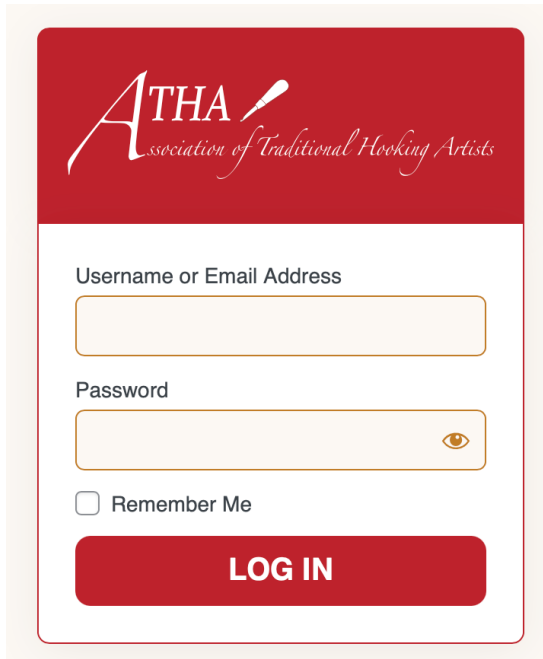
Many of the features associated with the old website continue to be available on the new website, and in fact have received significant upgrades, however, personal information about our members and many fuller features will NOT be displayed or available unless users log in.

## How to log in?

In the upper Right-hand corner, look for the SIGN IN text. Click on either the red arrow or SIGN IN.

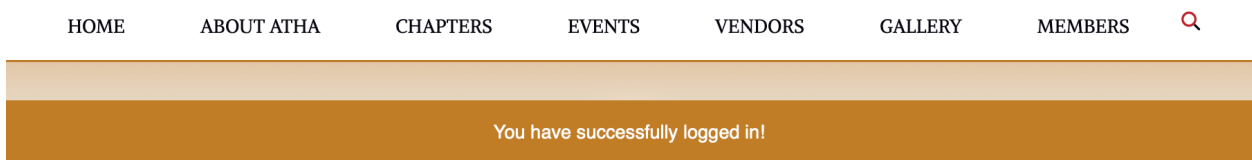


The Login prompt will be displayed:

A login form with a red header. The header contains the ATHA logo, which consists of the word "ATHA" in a large, white, serif font, with a white hooking tool icon to its right. Below "ATHA" is the text "Association of Traditional Hooking Artists" in a smaller, white, cursive font. Below the header is a white form area with a thin red border. It contains a label "Username or Email Address" above a white input field. Below that is a label "Password" above a white input field with a small eye icon on the right side. Under the password field is a checkbox labeled "Remember Me". At the bottom of the form is a red button with the white text "LOG IN".

Enter your email address and password then click on Log In. If you do not know your password, try using the forgot password option. An email will be sent to you with login credentials.

Once you have successfully logged in, the following message is displayed. (It will go away once you navigate to another page of the website.)



More importantly, WHILE you logged in, the upper right-hand corner will display your username, avatar, and a SIGN OUT option.



PEG HANSEN

➔ SIGN OUT

After logging in, one of the most important things to do is to review your profile information.

This is accessed by selecting either your avatar picture or user name. From this view, you can access pages to update your profile information and renew your membership. In particular, you can edit your username for how it appears to other users on the website – specifically for user-submitted rugs and as chapter officers.

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🏠 >> ATHA Membership Information

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### ATHA Membership Information

#### Subscription Information

**First Name:** Peg  
**Last Name:** Hansen  
**Email:** founder@atharugs.com  
**Business Name:**  
**Street Address:** 123 Willington Hill Rd  
**City:** Willington  
**State:** CT  
**ZIP Code:** 06279  
**Telephone:** 860.555.1234  
**Teacher:** No  
**Supplier:** No

[EDIT MEMBER INFO](#) [RENEW MEMBERSHIP](#)

#### Profile Information



**Peg Hansen's Profile**

[EDIT PROFILE](#)

#### Reset Your Password

New Password

Confirm Password

[RESET PASSWORD](#)

## Feature Areas: (Logged-In Users)

This section will cover the features that are specifically available to **logged-in** users only.

These features are accessed via the Members menu option and include:



Each of these will be discussed in more detail below:

### **Our Organization**

On this page you will find information about the officers of the national organization, which includes the Executive Board, Leadership Council, and Regional Representatives. This information is no longer available to the general public.

### **Chapter Resources**

This page includes references that are useful to chapters, including documents about the organization, forms that need to be submitted to national, helpful aid references for chapters to use when planning demonstrations, workshops, or working with beginners or their chapter membership. Most of these were previously available on the old website under About ATHA → Forms and References. we do expect this section to continue to grow to help our chapters.

### **Online Magazine**

ATHA will continue to ensure that the last year of magazines is available online via the Online Magazine feature, and it will look much the same as on the old website.

### **Article Library**

Much work has been done to provide a more visual experience when looking for older magazine articles. These are now searchable by author OR subject. In particular, notice that users can search for “fundamentals”, which is intended to be a compilation of magazine articles that are useful for beginners.

## **Pattern Library**

This area behaves similarly to the Article Library in that it is very visual and searchable via subject or pattern author. Individual patterns may be downloaded for personal use.

## **Photo History**

This area has received an extensive overhaul, and would be of interest to members wanting to explore the thousands of photos in the ATHA Archive, or to learn about the Conventions (Biennials or Annual Meetings) that have occurred over the years. Many of the photos were previously accessible on the old website via “ATHA’s Rich History”, however many users were unaware that they even existed. In addition, many of the photos have been enhanced where needed to create a better visual experience

## **Other Feature Areas:**

Features that are accessible to all users are those on the main menu selection:

- About ATHA
- Chapters (Limited information for Anonymous users)
- Events
- Vendors
- Gallery (Limited information for Anonymous users)

### **About ATHA**

This menu option provides access to very general ATHA information, including the President’s Message, Why Join, and ATHA History.

### **Chapters**

This is probably one of the very most important areas of our website; by providing a website page for each chapter. It provides a way for users unfamiliar with ATHA to learn more about the various chapters or hooking in their area. If users are logged in, they will be able to access information about the officers of each chapter. Our expectation is that each chapter present themselves in a way that is inviting to rug hooking newbies or to help members who are unaffiliated with a chapter to find a chapter or hooking group. Chapters are searchable by Region or Location/State. If you do not see photos or much information for your chapter, please send an email to [admin@atharugs.com](mailto:admin@atharugs.com). (Not all the chapters have submitted this information.)

### **Events**

On the existing website, this is an under-utilized feature area. In the past, it tried to show locations for Chapters, Meetings-at-large, or Events, and was very confusing to users. Our wish is that when chapters or our vendors know about a rug hooking event that is worth

posting – a chapter hook-in, a rug show, or camp, we would like for it to be posted and relevant. Our understanding is that the two main uses of this event calendar are for rug hookers who travel or for hookers to get connected.

### **Vendors**

This is another important area of our website. These are the current advertisers who support ATHA through the magazine advertising, and we have enhanced this area so that the ads are visually represented. ATHA vendors (advertisers) will also have the privilege of seeing their events listed on our events page if desired.

### **Gallery**

This is a significant revision of the Gallery that was part of the old website. Instead of a curated gallery created by the ATHA website team, YOU (our membership) become an important part of what we see. By submitting photos of mats that YOU have hooked, you will be able to participate in an online gallery of rugs that we hope everyone will enjoy. If you are NOT logged in, and go to the Gallery page, you will see only the most recent 20 mats that have been posted and no details. We believe that users will want to share their work, and should be in control of the information about their mats that are posted. Logged-in users will be able to submit photos of their own mats and add details about them. To help users, ATHA will be reviewing the photos before they are published and help users enhance or crop their photos if needed. (See the next page for how to submit a Photo.) Photos in the Gallery page will be searchable by tag, so that logged in members can search the entire database of user submitted rugs for rugs that might be of specific interest.

## Submitting Rug Photos

Submitting a rug photo may be done from your phone, tablet, or PC. Here is a step-by-step instruction...



Go to the Gallery Page:

Select the Submit Photo button

A Submit Photo form is displayed (discover it!). Note that some fields are identified as “Required”.

Enter the Pattern Name

Upload Photo – Choose the photo from your device (Make sure it fully uploads)

Enter the rest of the rug details for each field. Not all fields are required.

Select the **Submit** button at the bottom of the page when you are done. (This may take a few seconds).

After you are done submitting the photo, you should see the following message:



If you have neglected to complete some of the required fields, you might see the following message. If you do, simply try re-entering your data, but remembering to complete the required fields.

## Submit Photo

! There was a problem with your submission. Please review the fields below.