Overview of the Control Panel

ARTWORK & CONTENT

NAVIGATION

Navigation Options

HOME PAGE

Image & Text

ARTWORK

Manage Artwork
+ Gallery   + Vimeo
+ Image   + YouTube
+ Writing   + SoundCloud
+ GIF   + Multiple Images
+ Video   + Sound

ADDITIONAL PAGES

Welcome Page
News Page
Links Page
PDF Links Page
PDF Pages
Flex Pages
Contact Page

APPEARANCE & FUNCTION

BASICS

Layout
Background Color / Pattern

FONTS & COLORS

Title Font & Color
Navigation Font & Color
Headings Font & Color
Body Font & Color
Links Color
Copyright Color

SHARING

Sharing & Social Media
Share / Protect Images

SITE-WIDE ELEMENTS

Website Title
Gallery Titles
Desktop Logotype
Mobile Logotype
Mobile Menu
Copyright
Favicon

EMAIL & MESSAGES

Email
You have 1 Message(s)

SEO & WEBSITE TOOLS

Search Engine Optimization
Google Analytics
Google Webmaster Tools

HELP & SUPPORT

Email Customer Support

ACCOUNT

Account Info
Change Password
Billing & Payments
Referral Credits
Cancel your Website

UPDATES FROM OPP

Coronavirus

OtherPeoplesPixels recognizes how hard the artistic community has been hit by the Coronavirus outbreak.

We are are dedicated to doing what we can to help and ask for your patience.

Please keep in mind that we are a company of just 4 full-time employees—all working from home while caring for our children.

MORE UPDATES FROM OPP

CONTROL PANEL PREFERENCES

Colors

The **Artwork & Content** section of your site allows you to make content changes. You can control the order in which your sections display, and add your content here. You can also edit your existing content from this area.

Navigation Options -- This section allows you to re-name and re-order the content sections of your website, as well as add links to your home page. If you want to link out to your Gallery representation, for example, you can do so from here. Or if you wish to move your Contact Page within your Navigation.

Home Page -- clicking on Image & Text will allow you to go to the content on your Home Page. You can upload and change your image there, as well as edit all of the text there.

Artwork -- this area allows you to edit existing artwork on your site (by clicking on Manage Artwork), and allows you to add new work as well. To add a new Image, for example, click on +Image. Please know that the new Galleries you create **will not display** on your site until you add artwork to them.

Additional Pages

Welcome Page -- If you'd like to upload an initial image that visitors to your site view when they first come to your site.

News Page -- This is where you can add News Entries to your site. Each News Entry allow for one image. Some people utilize this as a blog, while others feature gallery exhibitions or announcements there.

Links Page -- This is where you can list links to other sites that you network with, or want to feature.

PDF Links Page -- This page allows for you to add PDF files to one page of your site, with each PDF being a link on that page.

PDF Pages -- You can list PDF files on your site. They will feature on your home page and will open in a new tab. This is great for publication articles, gallery announcements or your CV.

Flex Pages -- Flex Pages will feature on your home page. Many people use this feature to highlight their biography, or as an About page. You can use it for announcements. Others use this for their CV, if they don't want their CV to be a PDF file.

Contact Page -- The Contact Page is where you can have visitors to your site leave you messages. You can disable that form as well if you prefer not to utilize that feature. You can list your social media profiles there as well.

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The **Appearance & Function** section of your Control Panel allows you to control your Layout, Fonts, Colors, along with several other customizations such as your social media settings, logotypes and mobile options.

Layout -- Click on Layout to view the options for your overall site design. The Layouts differ in the way they display images, and overall site navigation. Simply click on the one you want to use, or preview, and your site changes. Whichever Layout the asterisk is in, is the Layout you are currently using.

Background Color / Pattern -- Click here to select a background for your site. Use the color wheel to select a color, or the pattern area to select a pattern.

Title Font & Color -- Click here to select your Website Title font and color (generally, the Website Title is where people list their name).

Navigation Font & Color -- Click here to select your Navigation font and color (the parts of your site that your visitors use to navigate the content, so the Artwork section, Contact Page, News, Links, PDF files and so on).

Headings Fonts & Color -- Click here to select your Headings font and color. This is the font that is listed above your images that allow your visitors to navigate your content while within your Artwork section.

Body Font & Color -- Click here to select your Body Font and color (the text that makes up the main body of your site).

Links Color -- This color wheel controls any and all links on your site. This includes your sale price, if you have any work for sale, as well as any links you create using special formatting.

Copyright Color -- This color wheel controls the color of the text of your copyright.

Sharing & Social Media -- This is where your sharing options are listed. You can select which social media platforms you wish to engage with, and whether or not you want your visitors to be able to click on those links to share to those platforms.

Share/Protect Images -- This is where you can select whether or not you want your visitors to be able to right-click download your images.

Website Title -- The text that is at the top of your site. Generally people list their name.

Gallery Titles -- You can elect your Gallery Text Rollover settings here. When visitors roll over your Galleries, you can choose to have none at all, or have Light or Dark Rollover text.

Desktop Logotype -- If you would like to upload a custom designed logotype in a program like Photoshop or Illustrator, you can do so here. Or you can elect to allow us to automatically create simple logotype for the Desktop version of your website using the Title Font, Size and Color you have selected.

Mobile Logotype -- As with the Desktop Logotype, if you would like to upload a custom designed logotype for the mobile version of your site in a program like Photoshop or Illustrator, you can do so here. Or you can elect to allow us to automatically create simple logotype for the Desktop version of your website using the Title Font, Size and Color you have selected.

Mobile Menu -- You can select some mobile menu options here. Select from the classic 'three-line' menu icon or classy 'MENU' bar options below. You can also choose the alignment of your Website Title.

Copyright -- The text you wish to list as your Copyright.

Favicon -- If you'd like, you can upload a Favicon to your site. It will appear next to your URL while people type your URL in their browser.

This section is for you to see Email & Messages, utilize SEO tools, and see things about your Account.

Email -- If we run an email account for you, you can click here to be logged into it directly. You can also access your email by going to OtherPeoplesPixels Webmail.

You have Messages -- If you choose to display your Contact Form, this is where you can check the Messages that people send you. We email your billing email address as notification when you receive a Message, but we don't include the content of the Message in the email. The reason is, people started marking emails from us as SPAM! Which interfered with our ability to offer email services in general.

Search Engine Optimization -- Clicking here will take you to our Search Engine Optimization tips.

Google Analytics -- If you are interested in monitoring the traffic to your site, you can connect to Google Analytics.

Google Webmaster Tools -- You can verify your domain with Google by utilizing Google Webmaster Tools.

Email Customer Support -- If you have an email program installed on your computer, you can click on this area to send OtherPeoplesPixels support an email. If you don't, you can still send us an email, no worries. Just compose an email in your email program as you do for anyone, and send it to support@otherpeoplespixels.com

Account Info -- This is where you can keep your billing email address up to date with us (very important to do! It is the only way we can reach you when your account has issues).

Change Password -- This area allows you to change the password for your Control Panel, and your Email Account (if we run one for you).

Billing & Payments -- To update your payment information with us.

Referral Credits -- Click here to enter sites you have referred, and see what sites you have received referral credit for.
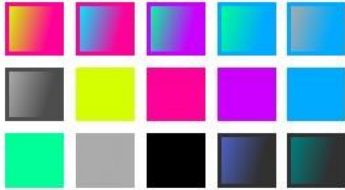
Cancel your Website -- Click here if you are ready to close your OtherPeoplesPixels account. We will receive the request, and reach out with a Confirmation Email once it is processed.

MORE UPDATES FROM OPP

CONTROL PANEL PREFERENCES

Colors

When we have big announcements, we place them in the **Updates from OPP** area.

Control Panel Preferences -- You can select the color profile of your Control Panel here. We offer a variety and range of colors.

That's all there is to it! If you have questions, just send an email to support@otherpeoplespixels.com, and we will guide you.