

Banners

Banners are a great way to showcase some photos along with a title and caption text. Banners can be linked or not linked.

Important things to remember about Banners:

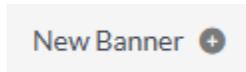
- **It is recommended to not bake in text in a banner image** (the graphic itself); instead you should utilize the title and caption options for text, as it can be easily picked up by a screen-reader and helps with accessibility.
- **Keeping banners to 1-6 slides is ideal.** While you can have more, it may increase the page's load time. Most users won't see more than 1-2 slides, they will begin their search after only a few seconds with the banner in view.
- **Make sure to use high quality JPG files for images and publish the WEBP that gets auto-generated.** Nimble will automatically generate a WEBP file (a lossless/lossy compressed version of your image). You should use the WEBP images on your website to optimize load times and image quality.
- **Keep mobile in mind.** Your banners may look a little different on desktop and mobile, so make sure to check that the amount of text you have is reasonable and doesn't go outside of the banner area.

Creating a Banner

1. Click on **Banners** in the left purple menu

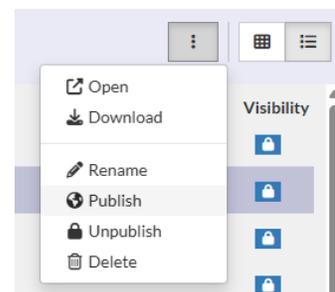


2. Click on **New Banner** at the top of the Banner Manager



3. Give your new banner a **Title**. In this example we'll make one for the **About Us** page. Click **Create Banner**.

4. Next click the green **Add Slides** button. This will display the **File Manager** as a pop-out on the right side of the screen so you can search for the images that you want to use. Make sure that the images you're going to use are **Published** first. A blue lock icon indicates unpublished files, a green world icon indicates a published file. If the images you want to use are unpublished, click once to select it then click the kebab menu and select **Publish**.



5. Once you publish the image you can select it by double-clicking. It should load as a new slide for your new banner.
6. Next you can add a Title, Caption and Link if you like. Captions and links are not required.

Banners

7. If you want to use a different image, simply click the blue edit button on the far right of that slide, select **Change Image** and select a new image (make sure the file is published).
 8. In the slide editor you can add a **Title, Caption, or Link**.
 - a. **Title:** Typically larger text, something eye-catching and to the point.
 - b. **Caption:** Can be longer than the title, expands on the banner and may describe what the link will take a user to if there is one.
 - c. **Link:** When a user clicks the slide it will take them to a specified URL.
 - d. If you are linking the slide, you can select for it to open in a new window or not. If you are navigating away from your website you should select **Yes** for this option.
 - e. There are also options for **Publish Date** and **Expire Date**. You can set banner slides to automatically publish or expire so you don't have to manually do it. This is particularly handy if you want something to expire when you are out of the office (vacation, weekend, holiday).
 9. Once you have made changes, click **Update Slide**.
 10. You can continue to add more slides to your banner if you like.
 11. Once you have all the slides added to your banner, you can add that widget anywhere on your site.
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Editing a Banner

To edit a banner or its slides, click on **Banners** in the left purple menu. Here you will see all banners on your website. Click on the blue **Edit** button to the right of the banner you want to edit. Here you can change the title of the banner itself (which is only displayed to you in the back-end of the website), or edit individual slides. See the previous section for more information about adding slides and updating their information.



You can re-order slides by clicking on the green up/down arrow icon and dragging and dropping it into a new order.



You can also delete slides from a banner by clicking the red trash can icon to the right of the slide you want to remove.

Deleting a Banner

If you want to remove a banner from a page, click on **Pages**, go to the page with the banner, click to display widget options, and select the trash can icon to remove the banner widget from that particular page. If you want to delete an entire banner itself from your website, click on the red trash can icon in Banner Manager. **This will permanently delete the banner and remove it from all pages.**