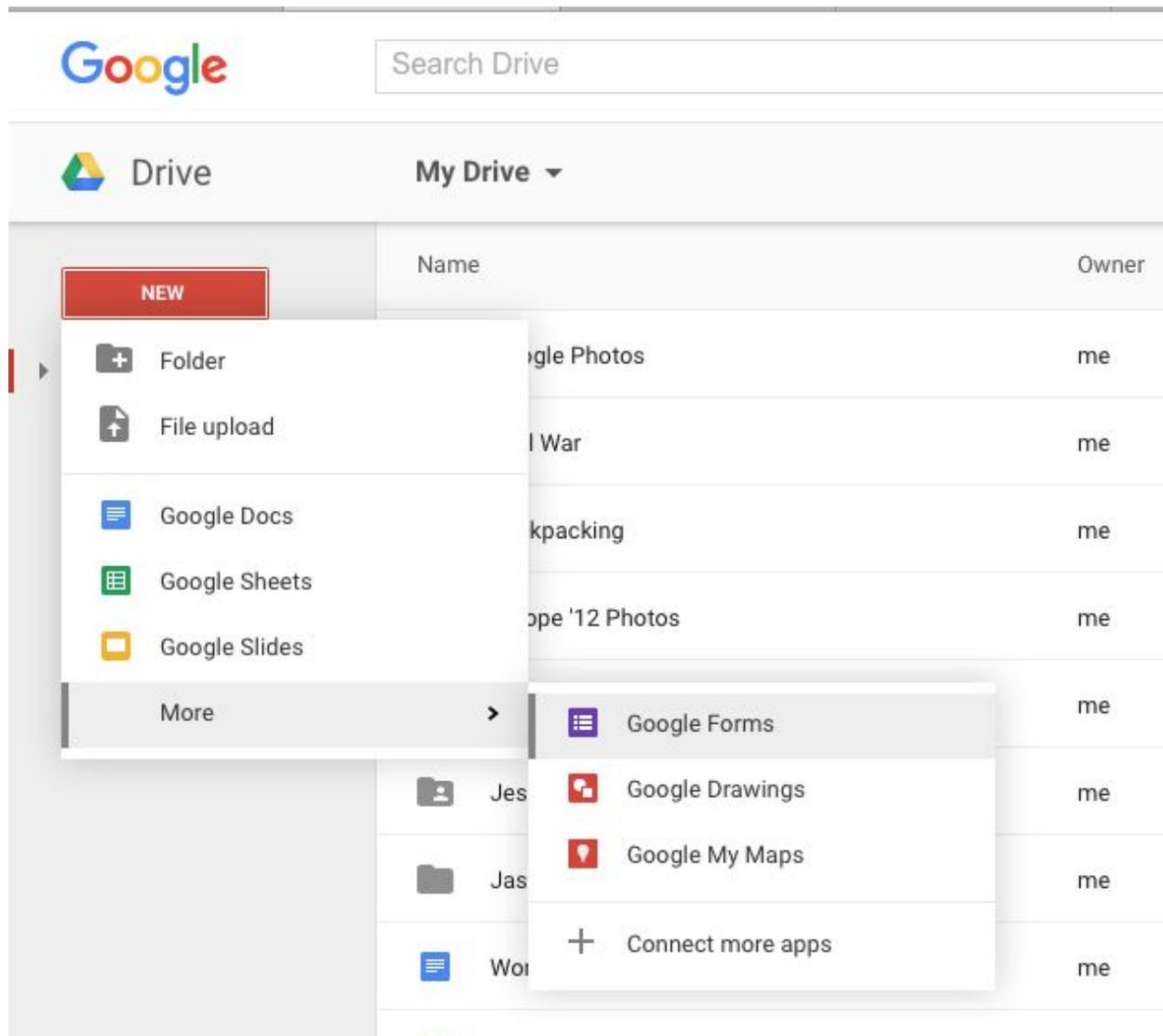


WEBMASTER Sign Up Form Instructions

Go to :<https://drive.google.com/drive/my-drive>

LOG on to your Google account.

NEW > MORE > Google Forms:



The screenshot shows the Google Drive interface. At the top left is the Google logo, and next to it is a search bar labeled "Search Drive". Below the logo is the "Drive" header with the Drive icon and "My Drive" with a dropdown arrow. A "NEW" button is visible on the left side. A menu is open from the "NEW" button, listing options: Folder, File upload, Google Docs, Google Sheets, Google Slides, and More. The "More" option is selected, and a sub-menu is open, listing: Google Forms, Google Drawings, Google My Maps, and Connect more apps. The background shows a table with columns "Name" and "Owner".

Name	Owner
Google Photos	me
I War	me
kpacking	me
ope '12 Photos	me
	me
Jes	me
Jas	me
Wor	me

Add question for the form, like the example below:

▼ Form Settings

- Show progress bar at the bottom of form pages
- Only allow one response per person (requires login) ?
- Shuffle question order ?

Page 1 of 1

[GIVE THE FORM A NAME HERE]

Form Description

Question Title ⋮ ✎ 📄 🗑️

Help Text

Question Type

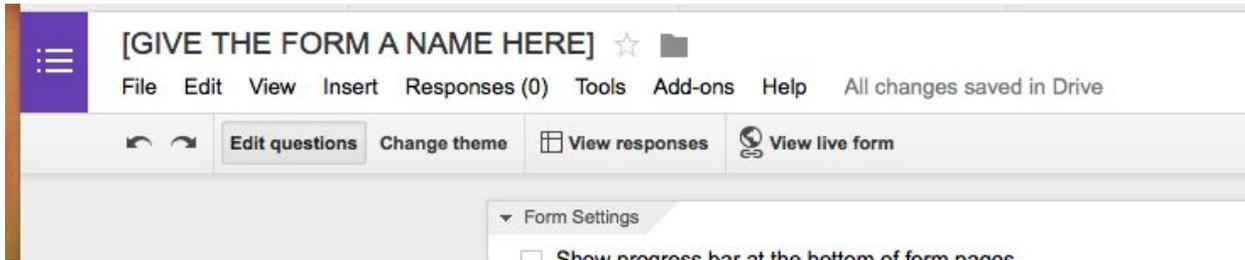
▶ Advanced settings

Required question

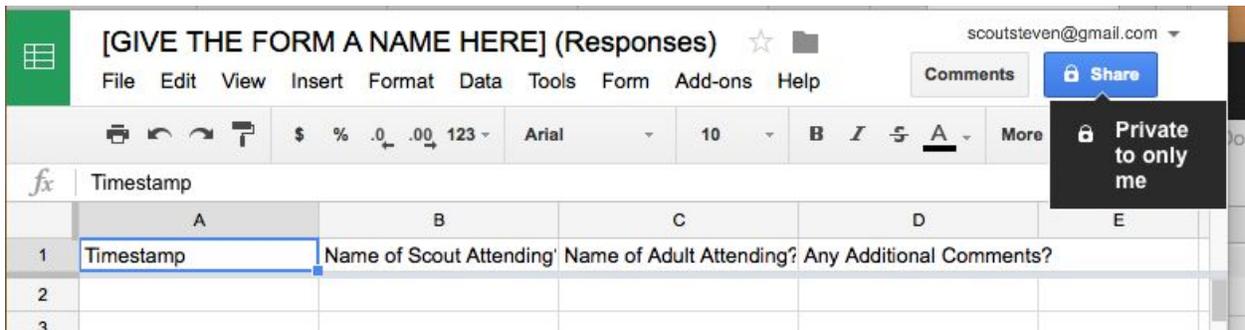
Name of Adult Attending?
If an adult is attending, please enter here.

Any Additional Comments?
If you have any comments, please enter here.

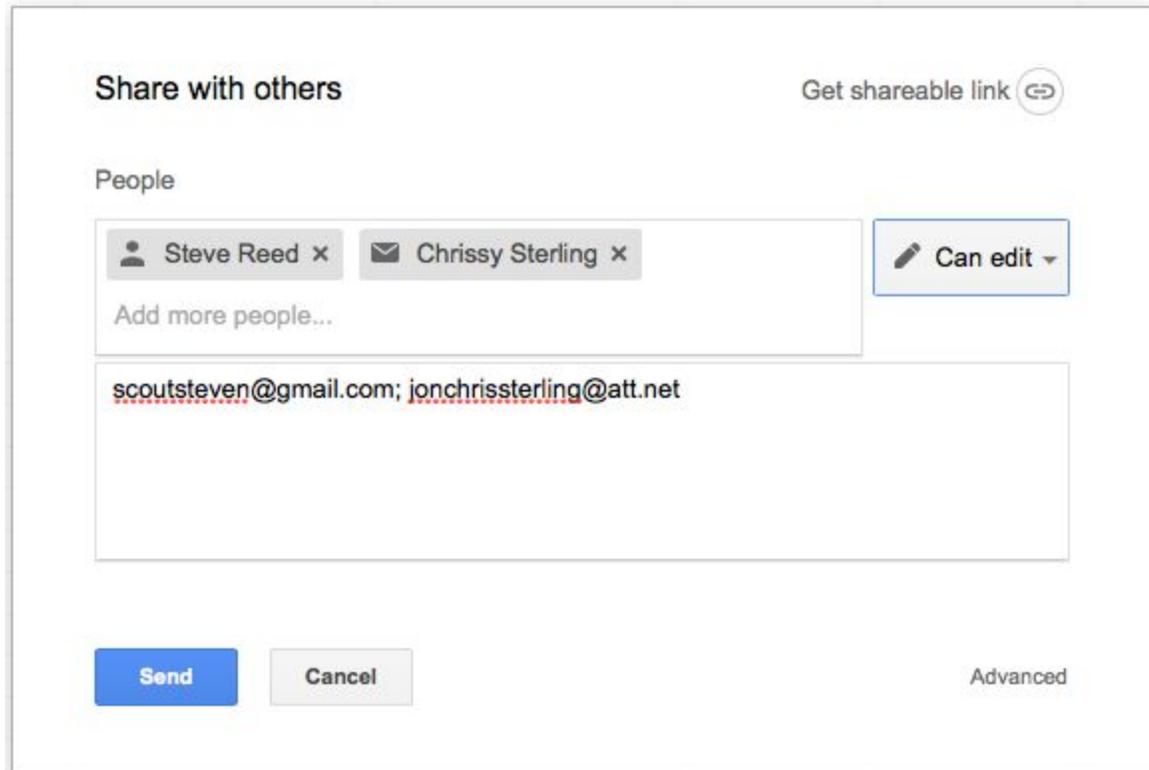
Click on VIEW RESPONSES button.



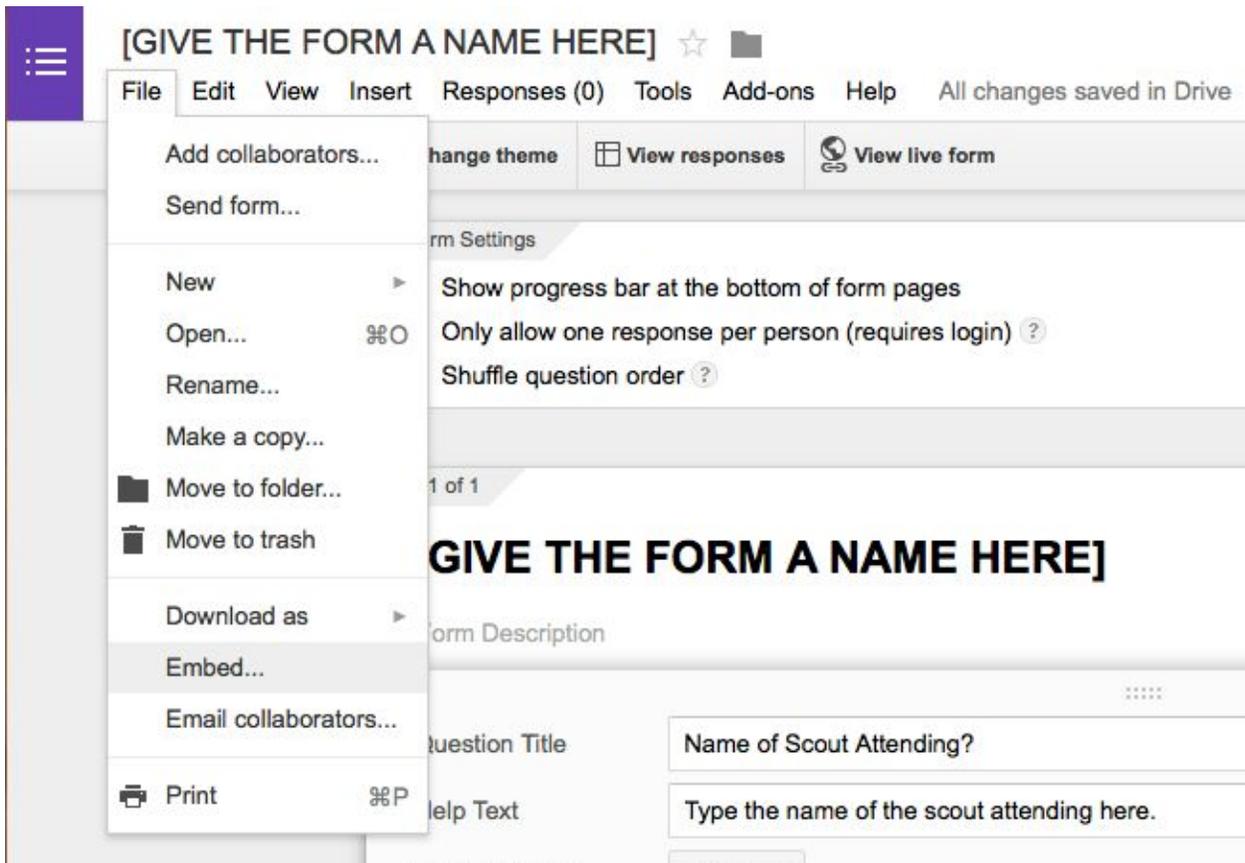
CLICK SHARE BUTTON



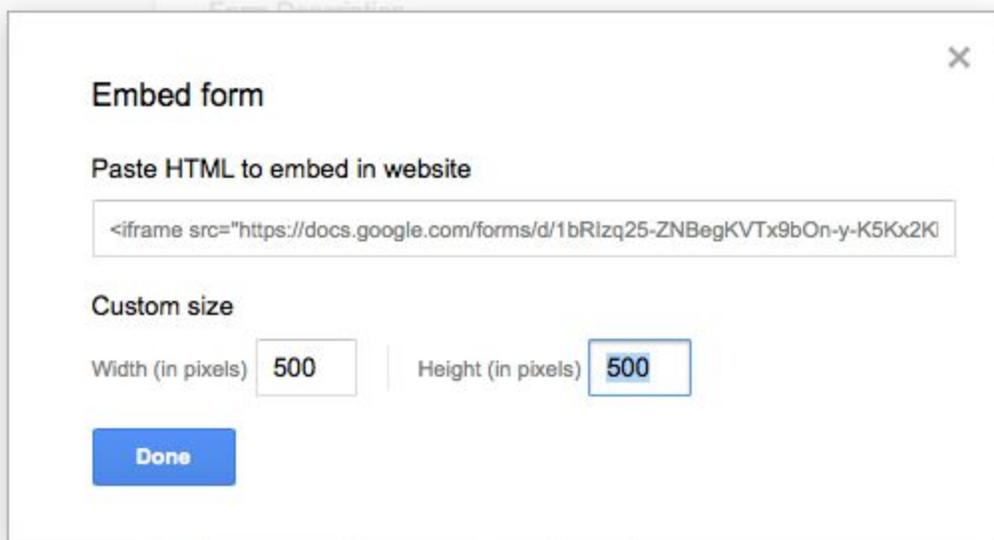
Add scoutsteven@gmail.com and jonchrissterling@att.net



Go back to your FORM you created and go to FILE > EMBED



Change the Custom Size WIDTH to 500 pixels.



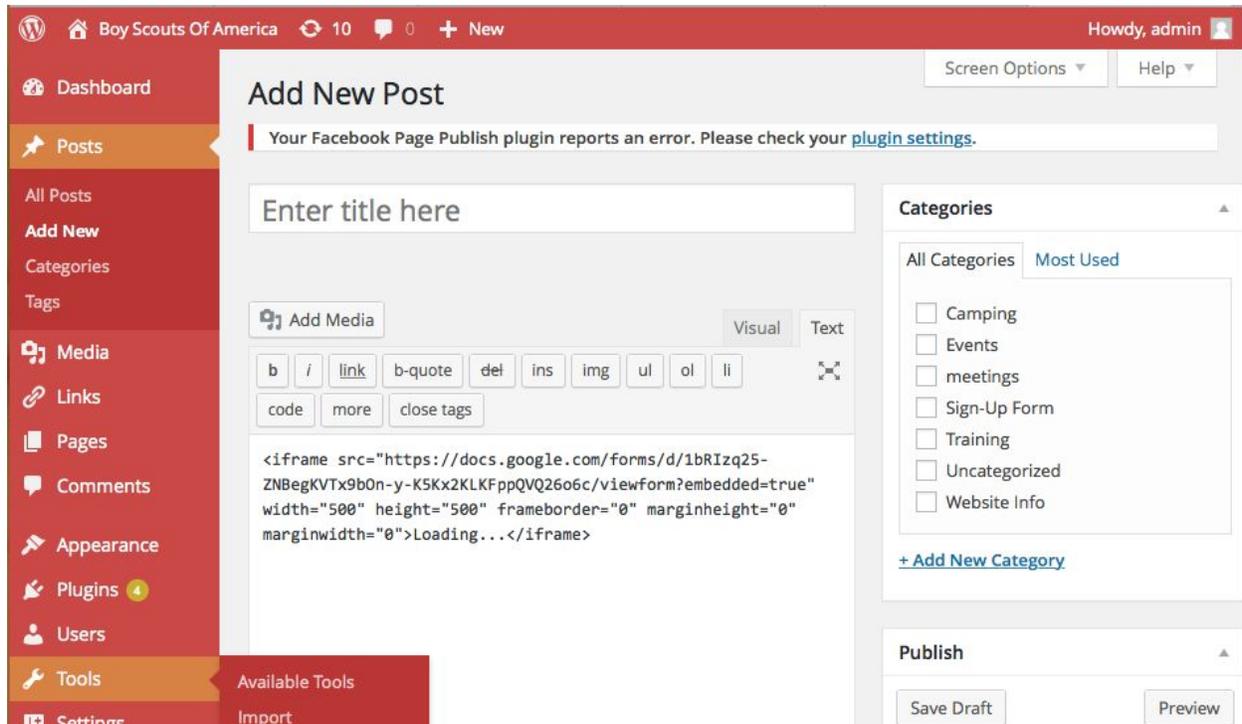
Copy the <iframe src="htt..... link.

Log on to the Wordpress link (See Wordpress Instructions for creating a blog post))

Navigate to create a new posting

CLICK TEXT tab at top of blog post.

PASTE the <iframe src=htt... link into the body of the post.



ENTER a title for the blog post.

CLICK VISUAL tab at top of blog post.

The screenshot shows the WordPress admin interface for editing a new post. The top navigation bar includes the site name 'Boy Scouts Of America', a refresh icon, a notification count of '10', a comment count of '0', and a '+ New' button. The user is logged in as 'Howdy, admin'. The left sidebar contains a menu with 'Dashboard' selected, and 'Posts' highlighted. Below 'Posts' are links for 'All Posts', 'Add New', 'Categories', 'Tags', 'Media', 'Links', 'Pages', 'Comments', 'Appearance', 'Plugins', 'Users', 'Tools', 'Settings', 'Twitter Tweets', and 'Collapse menu'. The main editor area has a top toolbar with an 'Add Media' button and tabs for 'Visual' and 'Text'. The 'Visual' tab is active, showing a rich text editor with various formatting options. The content area contains three sections: a text input field with the placeholder '[TYPE a paragraph of text HERE]', a text input field with the placeholder '[Add picture HERE is possible]', and a large grey box representing an iframe form. The right sidebar shows the 'Publish' section with buttons for 'Save Draft', 'Preview', and 'Publish', along with status and visibility settings. The left sidebar shows the WordPress dashboard menu with 'Posts' selected.

You should type a paragraph above the grey box along with adding a photo or picture.

If you preview the post, you will not see the form, but it shows when you publish the post.

PUBLISH the new Sign-Up form posting in the website.