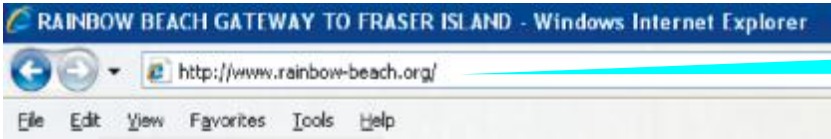
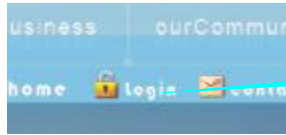


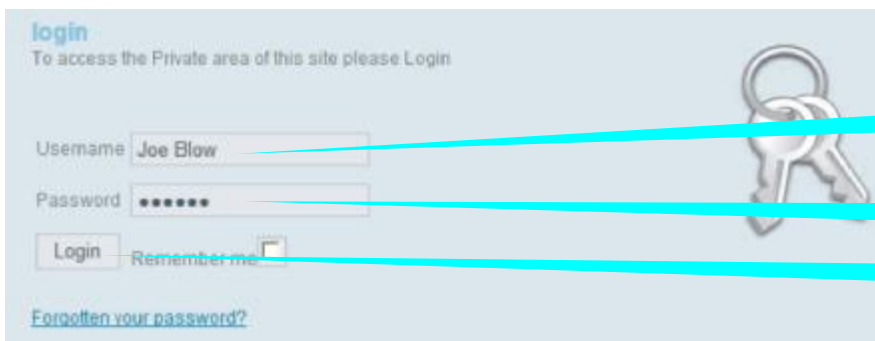
How to Edit your Own Business Web Page & Details in the Rainbow Beach Community Web Portal



Go to www.rainbow-beach.org



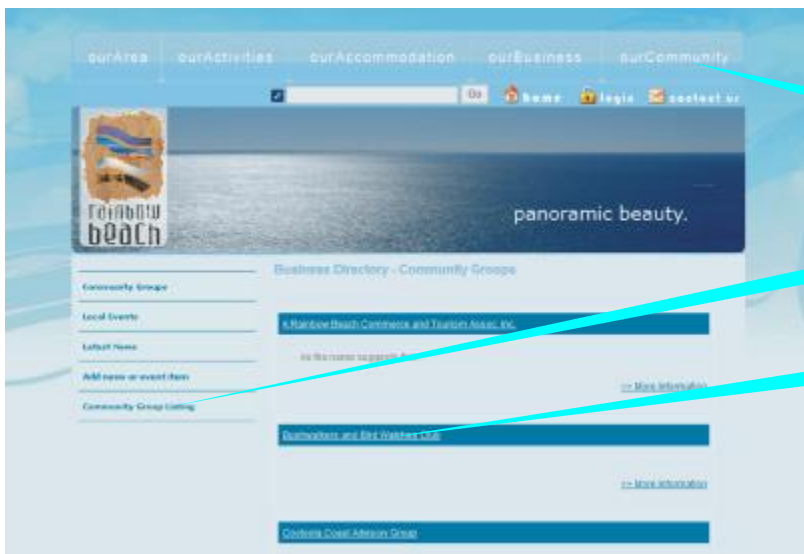
Click on Login



Enter your Username
As supplied by RBC&T Assoc.

Enter your Password

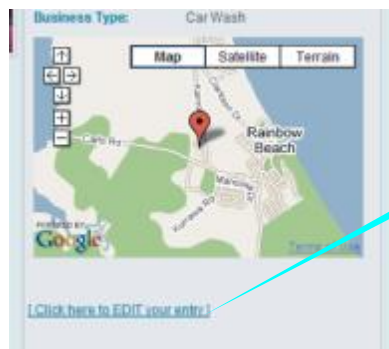
Click Login



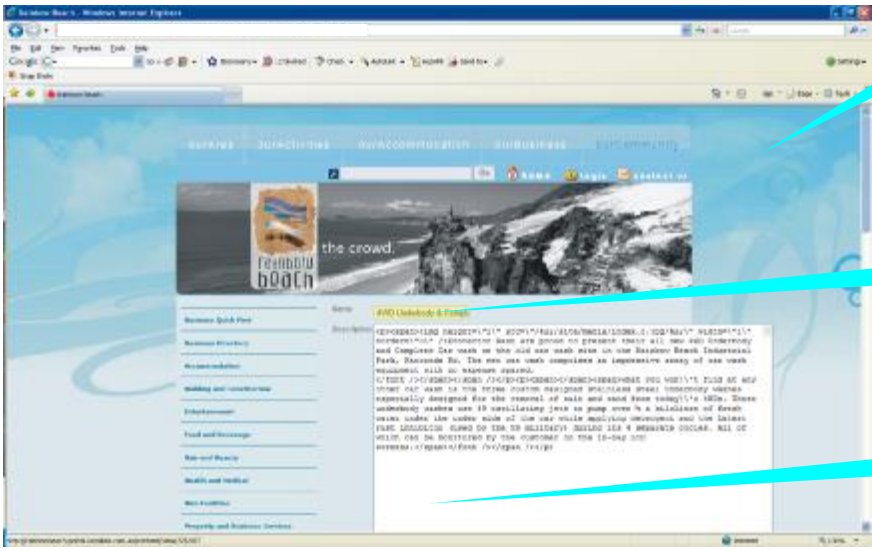
Click on ourCommunity

Click Community Group Listing

Choose your Group
If your business is not in the list contact RBC&T for details on how to set up an account



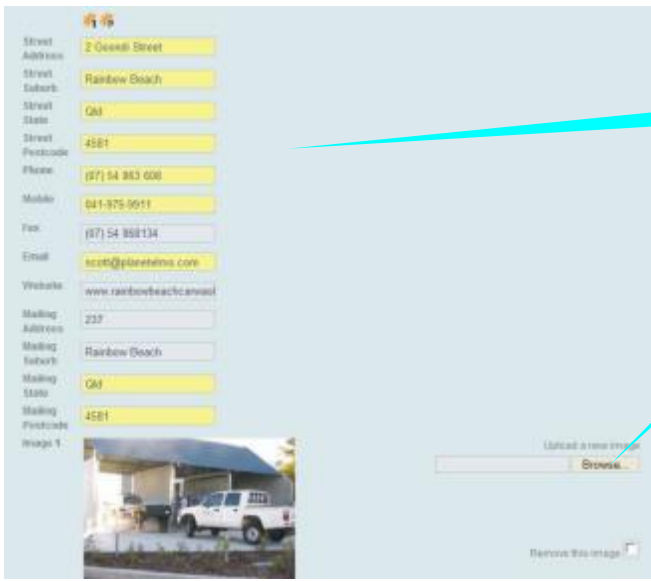
Scroll Down to the Map and
Click on the edit your entry Link



Your page should look something like this

Work your way down the form editing each item starting with your organisations name

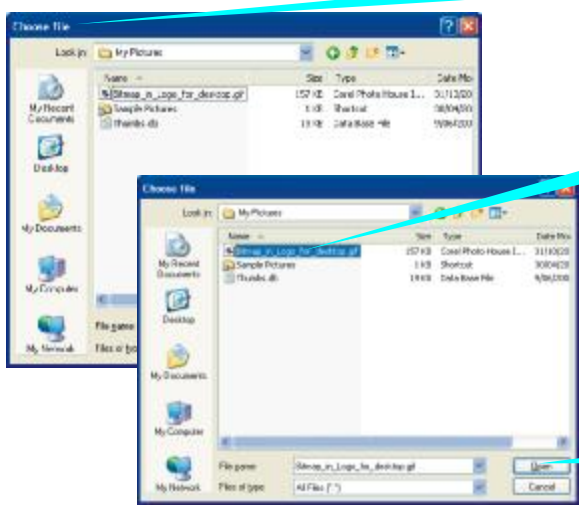
Then add a description of your group etc... Etc...



Make sure you complete all of the boxes

Now click on browse to add your first picture from your own computer

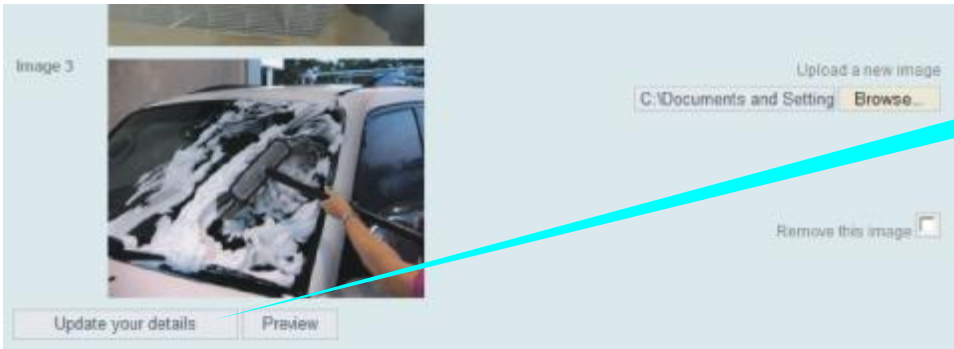
The "Choose File" window should appear...



Pick your picture from the list...

Note: It is best to pre-save your pictures as small as possible and in a landscape orientation at 246 x 176 pixels

Click "Open"



Click "Update your details"

Congratulations! You have just edited your page....

To edit again go back to the "edit your entry" link below the map. To Logout... Go to Login page again.