

# Global Communities Website User Guide

1. [Important links](#)
2. [Custom post types](#)
  - a. [How to add an \*\*Area of Expertise\*\*](#)
    - i. [Edit Our Work Tabs](#)
  - b. [How to add a \*\*Country\*\*](#)
    - i. [Edit Region Pages & Tabs](#)
  - c. [How to add a \*\*Global Intersection\*\*](#)
  - d. [How to add a \*\*Resource\*\*](#)
  - e. [How to add an \*\*Annual Report\*\*](#)
  - f. [How to add a \*\*Team Member\*\*](#)
  - g. [How to add a \*\*Timeline Post\*\*](#) (History Page)
3. [Create news post](#)
4. [Create a page](#)
  - a. [Choosing a Hero](#)
  - b. [Accessing Saved Rows](#)
5. [Adding a location on the map](#)
6. [Wordpress Settings](#)
  - a. [Language settings](#)
  - b. [Turn off Modules for subsites](#)
7. [Logging issues with Briteweb](#)
8. [Creating a new Country Site](#)
  - a. [Activate BB Child theme](#)
  - b. [Export Themer layouts](#)
  - c. [Export custom post types](#)
  - d. [Export custom fields](#)
  - e. [reCaptcha for Country Sites](#)
  - f. [Google Translate settings](#)

## 1. Important links to help you get started

**Sitemap with Custom Post Type Hierarchy**

<https://www.gloomaps.com/bes32tMjkg>

### **Asana Support Board**

<https://app.asana.com/0/1201646577194550/list>

### **Gitlab Link**

<https://gitlab.com/briteweb/client-qc/global-communities-client-board/-/boards>

### **Staging WordPress Login Link**

<https://global-communities.briteweb.com/wp-admin/>

### **Recording of walkthrough meetings**

[https://zoom.us/rec/share/8rO30QaAv94Ce5JhQghBYEiYOPJYBbBhJ78Ciiwa5eU2SjDltjCeU8Pt2NGb\\_D2S.GAdDe5I-Qcil7Zeq](https://zoom.us/rec/share/8rO30QaAv94Ce5JhQghBYEiYOPJYBbBhJ78Ciiwa5eU2SjDltjCeU8Pt2NGb_D2S.GAdDe5I-Qcil7Zeq) Passcode: 26!ogwtS

## **Beaver Builder Assistance**

- [Beaver Builder 101](#) - Learn how to use Beaver Builder to create any type of page layout you can imagine.
- [Beaver Builder Essentials](#) - Video course that teaches how to use Beaver Builder's robust feature set.
- [Beaver Builder docs](#) - A comprehensive knowledge base of beaver builder docs to get you started.

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## **2. Custom Post Types**

### **What are custom post types?**

A custom post type is a new post type created using php code and/or a custom post type plugin. It's called a custom post type because it's not a default WordPress post type.

### **Custom Post Type UI Plugin**

This plugin allows you to create custom posts types & custom taxonomies in WordPress. It is currently the most popular free plugin for creating and administering custom post types.

### **Default Post Types**

To understand more about what a custom post type is, you can look at the default post types already in use in the WordPress core files which are:

1. Post
2. Page
3. Attachment
4. Revisions
5. Menus

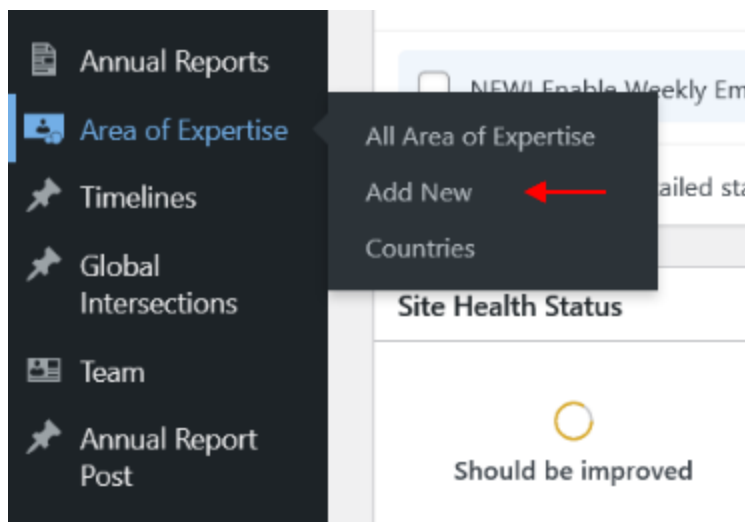
## Global Community Post Types

The custom post types created for the site include:

1. Countries
2. Resource Library
3. Annual Reports
4. Areas of Expertise
5. Timelines
6. Global Intersections
7. Team

### 2a. How to add an Area of Expertise

To create an Area of Expertise post, click on “Add New” in the Area of Expertise menu section of the dashboard.



In this screenshot you can see an Area of Expertise that has already been filled out as well as a breakdown of the steps.

The screenshot displays a WordPress editor interface for a page titled "Expanding Economic Opportunity". The page content is organized into several sections, each with a numbered red indicator:

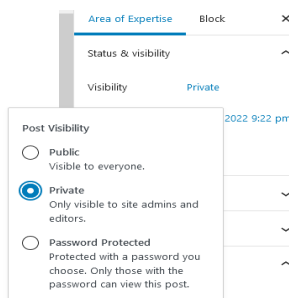
- 1** **Expanding Economic Opportunity**: The main title of the page.
- 2** **Carousel Icon**: A placeholder for a carousel icon, showing a small image of a shopping cart with a dollar sign.
- 3** **Hero Type**: A dropdown menu set to "Hero 4 with video".
- 4** **Heading Text**: A text field containing "Expanding Economic Opportunity".
- 5** **Left of Text Icon**: A placeholder for an icon, showing the same shopping cart icon as in step 2.
- 6** **Intro Title**: A text field containing "Supporting Local Businesses & Community Savings Groups".
- 7** **Intro Text**: A text field containing "By partnering with communities, entrepreneurs and financial institutions, Global Communities works to expand opportunity at every level of the economy, creating jobs, strengthening livelihoods and raising living standards."
- 8** **Video**: A text field containing a YouTube URL: "https://www.youtube.com/watch?v=FDCQPvY1BI0".
- 9** **Breadcrumbs**: Radio buttons for "Yes" (selected) and "No".

The right-hand sidebar contains various settings and options:

- Area of Expertise**: Block.
- Status & visibility**: 14.
- Yoast SEO**.
- Permalink**.
- Countries**: 10. Includes a search field and a list of countries: Africa, Botswana (checked), Burundi (checked), Democratic Republic of Congo, and Democratic Republic of the Congo. Includes a link "Add new Country".
- Select the primary country**: Ghana.
- Featured image**: 11. Includes a thumbnail image of two people at a table, a "Replace Image" button, and a "Remove featured image" link.
- Excerpt**: 12. Includes a text field with "Supporting Small and Medium-Sized Businesses and Community Savings and Lending Groups" and a link "Learn more about manual excerpts".
- Page Attributes**: 13. Includes "Parent Page" set to "Financial Inclusion" and "Order" set to "0".

## Areas of Expertise setup steps:

1. Title of the Area of Expertise.
2. Choose an icon that will automatically show above the title on carousels across the site.
3. Choose the hero Type. The Area of Expertise CPT gives you the choice of (3) hero types, Hero with icon, Hero with Intro Text and Hero with Video.
4. Heading Title should be the same or similar to the CPT title but this text field gives you the option to make slight modifications to the main page hero heading.
5. Choose the icon that will show next to the hero heading, this icon is usually the same as the carousel icon that was used previously.
6. The Intro Title will show below the main page heading in the hero - If this isn't required, select the "Hero with icon" option instead.
7. Intro Text is a paragraph of text shown below the Intro title.
8. If Hero with Video is selected, a video link field will appear, enter a youtube video link here (embed codes are not required).
9. The Breadcrumb option will show a breadcrumb above the hero heading text
10. In the sidebar you will see a Country category - select which country you would like to see the Areas of Expertise shown in. This will dynamically populate the carousel in the country selected.
11. Featured images will show up masked in the hero - while the hero mask will adjust to fit the image, keeping the image ratio similar to the mask will help cover the page. For this I would recommend a size of 1195px x 1000px or 920px x 770px.
12. The Excerpt will be used to populate the card in the carousel - 90 characters is the recommended max character count.
13. Select the parent you would like the Area of Expertise to be shown under.
14. If this is a new post it is important to select "Private" while you build out your page until it is ready to be displayed to the public.



15. If Private has been selected then your settings should be saved at this point. If you are updating fields of an existing post then be sure to hit the update button to save your changes.

## Start building out the page by clicking on the blue “Launch Beaver Builder” button

### Required Area of Expertise saved rows to be added include:

Our Work > Our Work - Child Stories (if a top level post with children)

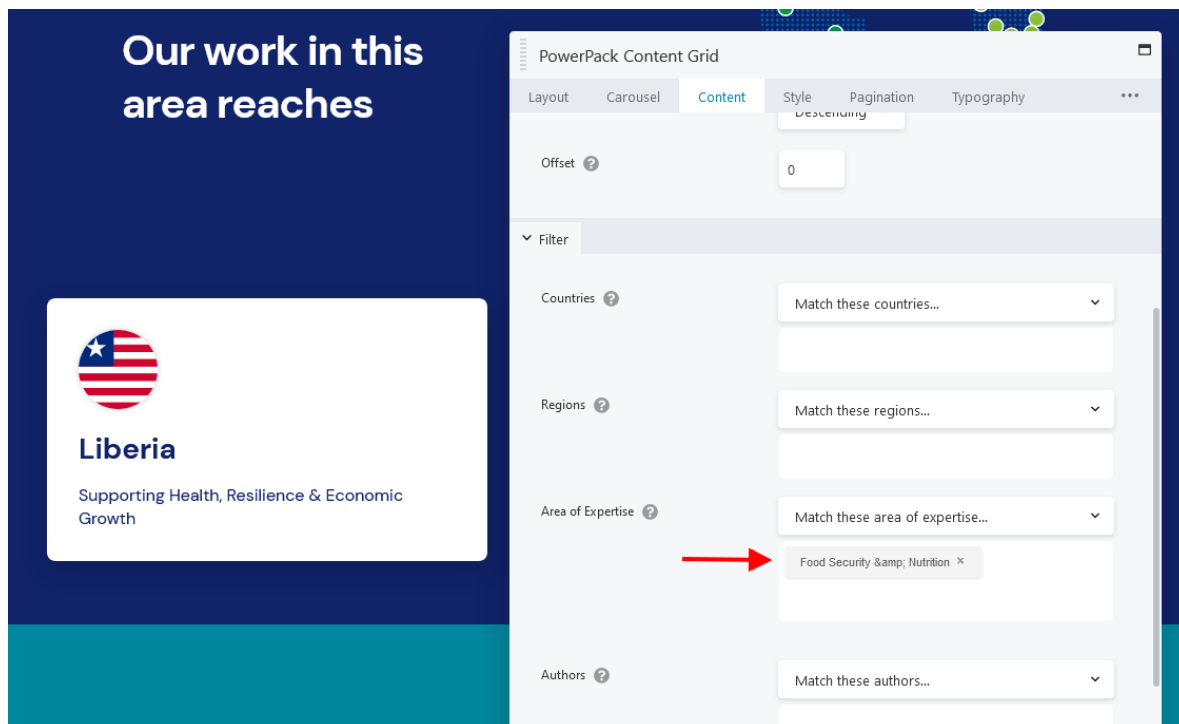
Our Work > Our Work - Countries Top

Our Work > Our Work - Countries Bottom

Our Work > Our Work - Resources

### Carousel Filters (Required)

When adding a Country carousel or a Resources carousel, be sure to filter by the **Area of Expertise**. This can be found under the module settings > Content tab > Filter - begin typing the name and it will auto complete.



The image shows a website layout on the left and its corresponding PowerPack Content Grid settings on the right. The website layout features a dark blue header with the text "Our work in this area reaches" and a white box containing the Liberia flag, the word "Liberia", and the text "Supporting Health, Resilience & Economic Growth". The PowerPack Content Grid settings are displayed in a light gray panel with a dark blue border. The "Content" tab is selected, and the "Filter" section is expanded. The "Area of Expertise" filter is set to "Food Security & Nutrition", which is highlighted with a red arrow. Other filter options include "Countries", "Regions", and "Authors".

## Add Area of Expertise to Mega Menu

Once the Area of Expertise has been added - switch the post settings from Private to Published

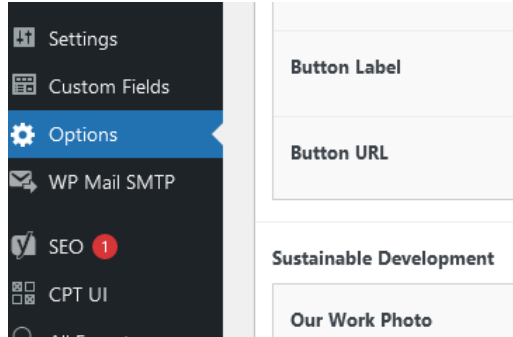
The next step is to add it to the Mega Menu. In Appearance > Menus - Select the Area of Expertise's Parent Menu from the dropdown list. Once selected drag your New Area of Expertise into the menu and click the Save Menu button.

\*Please note that creating a new top level menu will require additional layout modifications to the mega menu itself

The screenshot displays the WordPress 'Menus' management interface. At the top, there is a 'Menus' header with a 'Manage with Live Preview' button. Below this are two tabs: 'Edit Menus' (active) and 'Manage Locations'. A dropdown menu is open, showing a list of menu items to be added. The selected item is 'Economic Opportunity - Mega Menu'. The list includes various menu items such as 'Building Resilience - Mega Menu', 'Careers', 'Emergency Response - Mega Menu', 'Financial Inclusion - Mega Menu', 'Footer - 1', 'Footer - 2 - About', 'Footer - 4 - Resources', 'Footer - 5 - Join Us', 'Footer-3 - News', 'Global Intersections 1', 'Global Intersections 2', 'Health - Mega Menu', 'Main Menu (Header Menu)', 'Protection', 'Resilience - Mega Menu', and 'Sustainable Development - Mega Menu'. To the left of the dropdown, there is a section titled 'Add menu items' with a 'Pages' subsection containing a list of pages with checkboxes. Below the dropdown, there is a section for 'Area of Expertise' with a dropdown menu and a 'Remove Selected Items' link.

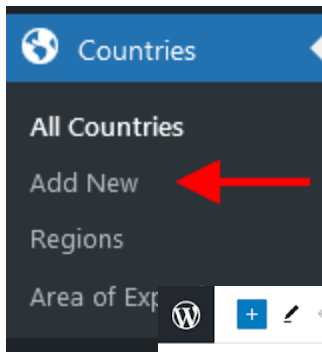
## 2b-i Edit Our Work Tabs

The content of the Our Work tabs is pulled from the Options page in the Wordpress Dashboard. Locate the Tab name and edit the necessary fields.



### 2b. How to add a country

To add a new Country, click on “Add New” in the Country menu section of the dashboard.



In this screenshot below you can see a Country that has already been filled out as well as a breakdown of the steps.

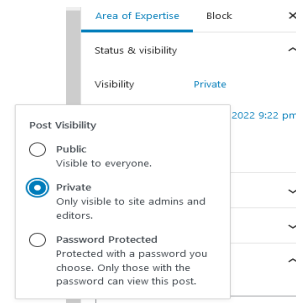
A screenshot of the 'Argentina' country edit page in the WordPress dashboard. The page is titled 'Argentina 1'. It features a 'Beaver Builder' section with a 'Launch Beaver Builder' button. Below this are sections for 'Yoast SEO', 'Country assets', 'Country Flag' (with a red callout '2'), 'Country Description' (with a red callout '3'), and 'Country Pin' (with a red callout '4'). The 'Country Pin' section includes a table with columns for Color, X Value, and Y Value. The 'Country Pin' section is currently set to 'Dark Green', '290', and '440'. On the right side, there is a sidebar with various settings, including 'Country' (Block), 'Status &amp; visibility', 'Visibility' (Public, with a red callout '14'), 'Publish' (October 22, 2021 7:05 pm), 'Post Type' (Country), 'Move to trash', 'Yoast SEO', 'Permalink', 'Regions' (10, with a red callout '10'), 'Add new Region' (The Americas), 'Area of Expertise' (11, with a red callout '11'), 'Sustainable Development' (checked), 'Economic Opportunity' (checked), 'Employment &amp; Job Training' (unchecked), 'Enterprise &amp; Market Development' (unchecked), 'Gender Equality &amp; Social Inclusion' (unchecked), 'Add new Area of Expertise', 'Select the primary area of expertise' (Sustainable Development), and 'Featured image' (12, with a red callout '12'). A red callout '15' is also present at the top right of the page, pointing to the 'Switch to draft' button.



### Country setup steps:

1. Title of the Country.
2. Choose a country flag  
(<https://www.countries-ofthe-world.com/flags-of-the-world.html> is a good resource of PNG flag images)
3. Add a country description - this will show on carousels
4. Select a map pin color depending on country region. To determine location skip to *[Adding a location on the map]*
5. Choose the hero Type. The Country CPT gives you the choice of (2) hero types, Hero with Intro Text and Hero with Video.
6. Heading Title should be the same or similar to the CPT title but this text field gives you the option to make slight modifications to the main page hero heading.
7. The Intro Title will show below the main page heading in the hero
8. Intro Text is a paragraph of text shown below the Intro title. If Hero with Video is selected, a video link field will appear, enter a youtube video link here (embed codes are not required).
9. The Breadcrumb option will show a breadcrumb above the hero heading text
10. In the sidebar you will see a Region category - select which Region the country falls under. This will dynamically populate the Region grid.
11. Select the Area of Expertise the Country will be shown in. This will allow carousels on the Area of Expertise post to pull this country and others that have been categorized the same.

12. Featured images will show up masked in the hero - while the hero mask will adjust to fit the image, keeping the image ratio similar to the mask will help cover the page. For this I would recommend a size of 1195px x 1000px or 920px x 770px.
13. The Excerpt will be used to populate the card in the carousel - 90 characters is the recommended max character count.
14. If this is a new post it is important to select “Private” while you build out your page until it is ready to be displayed to the public.
15. If Private has been selected then your settings should be saved at this point. If



you are updating fields of an existing post then be sure to hit the update button to save your changes.

## **Start building out the page by clicking on the blue “Launch Beaver Builder” button**

### **Required Area of Expertise saved rows to be added include:**

White theme > Module: Card Reel - Our Work Country Card Variation

White theme > Module: Card Reel - Resources Variation

White theme > Module: News Post Staggered Grid

### **Carousel Filters (Required)**

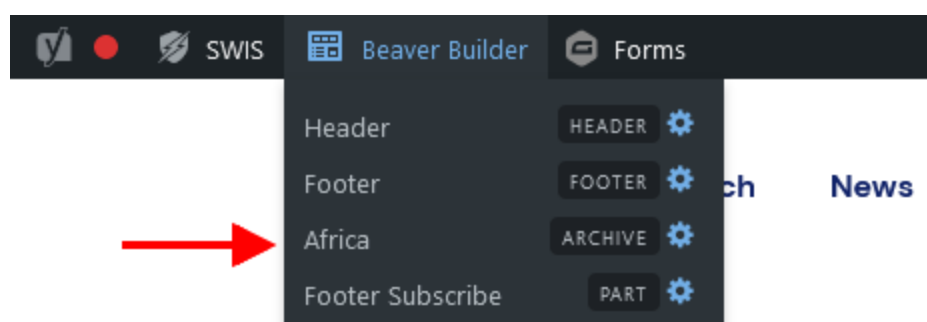
When adding an Our Work carousel, Resources carousel or Staggered New Post Module, be sure to filter by **Countries**. This can be found under the module settings > Content tab > Filter - begin typing the name and it will auto complete.

## **2b-i. How to edit Region Pages**

Region pages are set up as Archives so editing them is a bit different than editing a Country post type. Accessing these Region pages are for editing text only as the other modules are set up to pull content automatically. *If a country is not showing up in the grid, check first on the country post that a region has been specified.*

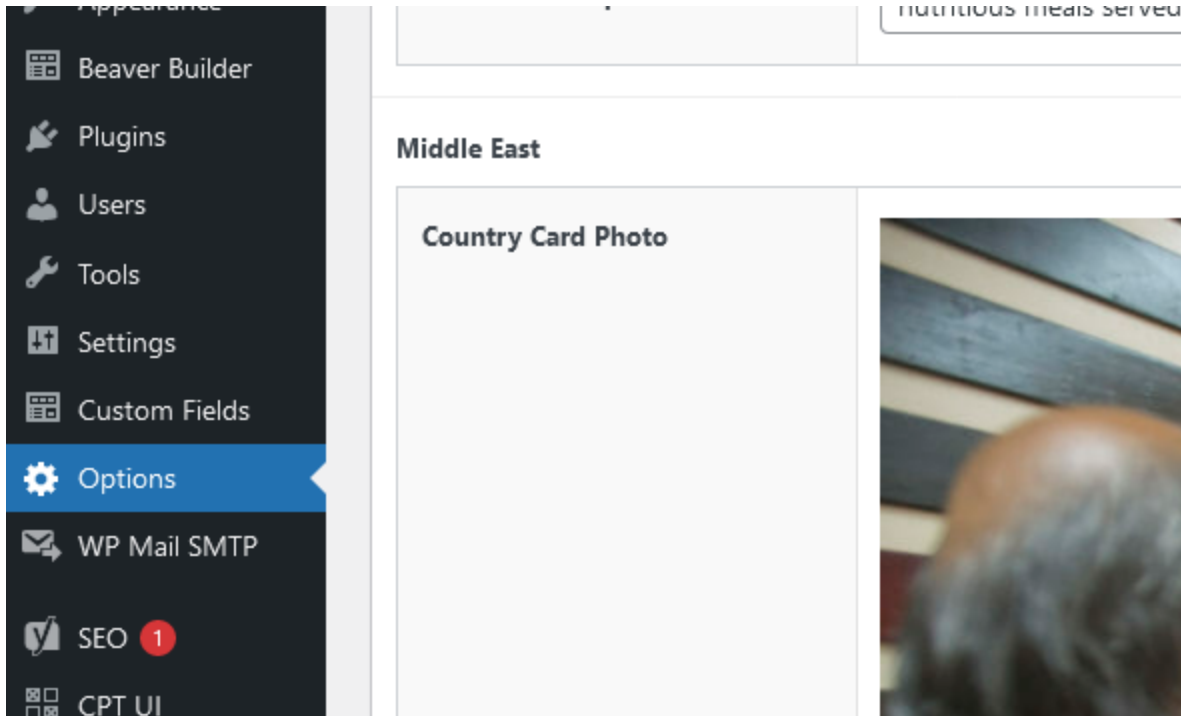
You can access the Region archive page in the dashboard menu under Beaver Builder > Themer layouts > (Locate: Africa, Europe & Asia, The Middle East, The Americas).

Another way is to navigate to the Region page under “Global Reach”. Once you’re on the page go to beaver builder in the Wordpress toolbar. There you will find the Region Archive page to edit.



### **Edit Region Tabs on the “Global Reach” page**

The region tabs on the Global Reach page can be found under Options in the Wordpress dashboard. Scroll down to the required Region and there you can edit the necessary fields.



## 2c. How to add a Global Intersection

To add a new Global Intersection, click on “Add New” in the Global Intersection menu in the dashboard.

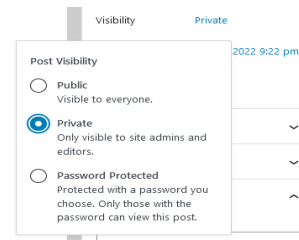
In this screenshot below you can see a Country that has already been filled out as well as a breakdown of the steps.

The screenshot displays the WordPress Gutenberg editor interface. At the top, the title 'Innovation 1' is visible. The main content area features a 'Beaver Builder' placeholder block. The right sidebar is open to the 'Global Intersection' settings panel, which includes sections for 'Status & visibility', 'Publish' (September 21, 2021 2:03 am), 'Post Type' (Global Intersection), 'Yoast SEO', 'Permalink', 'Featured image' (with a 'Replace Image' button), 'Excerpt' (Constantly adapting in a Spirit of Learning and Growth), and 'Post Attributes' (Order: 0).

**Global Intersection setup steps:**

1. Title of the Global Intersection.
2. Choose the hero Type. The Area of Expertise CPT gives you the choice of (3) hero types, Hero with icon, Hero with Intro Text and Hero with Video.
3. Heading Title should be the same or similar to the CPT title but this text field gives you the option to make slight modifications to the main page hero heading.
4. Choose the icon that will show next to the hero heading, this icon is optional.
5. The Intro Title will show below the main page heading in the hero - If this isn't required, select the "Hero with icon" option instead.
6. Intro Text is a paragraph of text shown below the Intro title.
7. If Hero with Video is selected, a video link field will appear, enter a youtube video link here (embed codes are not required).
8. The Breadcrumb option will show a breadcrumb above the hero heading text
9. Featured images will show up masked in the hero - while the hero mask will adjust to fit the image, keeping the image ratio similar to the mask will help cover the page. For this I would recommend a size of 1195px x 1000px or 920px x 770px.

10. The Excerpt will be used to populate the card in the carousel - 90 characters is the recommended max character count.
11. If this is a new post it is important to select “Private” while you build out your page until it is ready to be displayed to the public.
12. If Private has been selected then your settings should be saved at this point. If you are updating fields of an existing post then be sure to hit the update button to save your changes.



**Start building out the page by clicking on the blue “Launch Beaver Builder” button**

**Required Global Intersections saved rows to be added include:**

White theme > Module: News Post Staggered Grid

## 2d. How to add a Resource

To add a new Resource, click on “Add New” in the Resource menu in the dashboard.

In this screenshot below you can see a Resource that has already been filled out as well as a breakdown of the steps. The difference between this post type and previous post types is that content is added to the Editor instead of being built out with Beaver Builder.

8 Switch to draft Preview Update

# Improving Key Water, Sanitation and Hygiene Practices in Ghana Through A Behavior-Led Approach

Classic

Years of effort and focus by the Government of Ghana and its partners have yielded significant improvements in the country's child morbidity and mortality rates. Still, every year, at least 4,000 Ghanaian children die from diarrhea, and 23% experience chronic malnutrition linked to poor water and sanitation.(1)

To help improve these numbers, USAID funded the seven-year Water, Sanitation and Hygiene for Health (W4H) project to establish sustainable access to dignified, safe, and improved water supply and sanitation, and to promote behaviors and attitudes necessary for healthy lifestyles in Ghana. The project objectives are to: 1. Increase use of improved household sanitation; 2. Improve community water supply services; 3. Improve sector governance and policies; 4. Expand the practice of key hygiene behaviors; 5. Leverage public-private partnership investment to magnify the impact of USG funding; and 6. Improve water supply and sanitation infrastructure for schools and health facilities.

In its sixth year, Ghana WASH 4 Health applied an approach to behavior-led programming called Behavior Integration to all project objectives. Evidence was gathered through behaviorally focused formative research to confirm the selected priority behaviors and to map pathways to changing these behaviors. In its seventh and final year, the project conducted an impact assessment of Behavior Integration, measuring its ability to impact behaviors over a period of nine months. Though these findings are not an indication of the sustainability of the changes in behavior, they do demonstrate that the initial change in behavior does not need to take years, only months.

Read the research and learning brief entitled "Improving Key Water, Sanitation and Hygiene Practices in Ghana Through A Behavior-Led Approach" here.

(1) <https://newsghana.com.gh/unicef-who-report> Mar 19, 2018

Yoast SEO

Post - Resource Library

File Download

Improving Key WASH Practices in Peri-Urban and Rural Ghana Through a Behavior-led Approach  
File name: Improving-Key-WASH-Practices-in-Peri-Urban-and-Rural-Ghana-Through-a-Behavior-led-Approach.pdf  
File size: 1 MB

Document

Resource Library Block

Status & visibility

Visibility Public

Publish May 18, 2021 12:00 am

Post Type Resource Library

Move to trash

Yoast SEO

Permalink

Tags

Resources Type

Countries

Search Countries

Africa

Botswana

Burundi

Democratic Republic of Congo

Democratic Republic of the Congo


[Add new Country](#)

Select the primary country

Ghana

Area of Expertise

Featured image



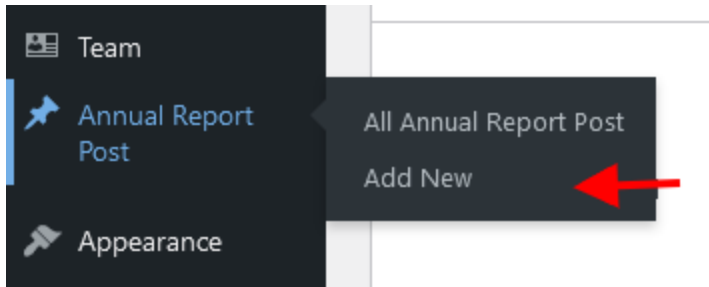
Replace Image

## Resource setup steps:

1. Title of the Resource.
2. Add Resource body copy and optional imagery.
3. Upload resource pdf.
4. Choose the resource type it falls under.
5. Select the Countries that will display this resource.
6. Select the Areas of Expertise that will display this resource.
7. The Featured image will display in the card grid. If no image is selected a placeholder will be used.
8. Once you have completed filling out the content and fields hit Publish. If you are updating fields of an existing post then be sure to hit the update button to save your changes.

## 2e. How to add an Annual Report

To add a new Annual Report Post, click on “Add New” in the “Annual Report Post” menu in the dashboard. This is different from “Annual Reports” in the dashboard menu



In this screenshot below you can see an Annual Report Post that has already been filled out as well as a breakdown of the steps.



+
↶
↷
⌚
☰

6 Switch to draft
Preview
Update
⚙️
👤
⋮

# Global Communities 2019 Annual Report 1

2

The development and humanitarian worlds are always a challenging environment, perhaps more so in recent years when awards are less frequent and the unexpected occurs. The impact of our work is constantly tested, and entrepreneurship and responsiveness are critical. Our interventions require not only building on the success of existing programs, but also looking at opportunities to broaden and deepen our work.

Yoast SEO

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Post - AR Library

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**Button Type** 3

PDF Download  
 Annual Report Link

---

**PDF Download**

2019-Global-Communities-Annual-Report

File name: 2019-Global-Communities-Annual-Report.pdf

File size: 5 MB

4

---

Document

Annual Report Post
Block
✕

---

Status & visibility ^

---

Visibility Public 5

---

Publish November 12, 2021 11:05 pm

---

Post Type Annual Report Post

Move to trash

---

Yoast SEO v

---

Permalink v

---

Featured image ^

Set featured image

**Annual Report Post setup steps:**

1. Title of the Annual Report.
2. Add body copy and optional imagery.
3. Select Button type: PDF Annual Report or Link to Annual Report Page
4. Upload resource pdf or choose Report Page
5. If your Annual Report is not a pdf, set this to Private until the Annual Report has been built out.
6. If the Report is a PDF hit publish to push the changes live

## Building Out Annual Reports:

Custom Annual Reports are similar to pages, the only difference is they are located under “Annual Reports” in the Wordpress dashboard.

Create a new annual with the add new button under Annual Reports and set it as a parent to any related pages. In the screenshot below, the main landing page is “2020 Annual Report”.

The screenshot displays the WordPress dashboard's 'Add New' form for an Annual Report. On the left is a dark sidebar with a 'Resources Library' menu. The 'Annual Reports' section is active, showing 'All Annual Reports' and an 'Add New' button. Below this are various menu items: Area of Expertise, Timelines, Global Intersections, Team, Annual Report Post, Appearance, Beaver Builder, Plugins, Users, Tools, Settings, Custom Fields, Options, WP Mail SMTP, SEO (with a red notification badge), CPT UI, All Export, and All Import.

The main content area shows the 'Add New' form for an Annual Report. At the top, there are two checkboxes: 'Title' and '2020 Annual Report'. Below this is a 'QUICK EDIT' section with the following fields:

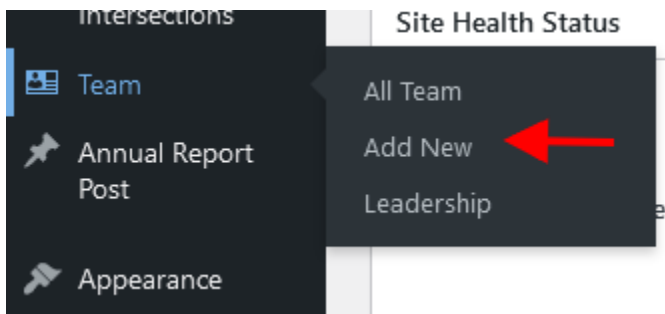
- Title:
- Slug:
- Date:    at  :
- Password:  -OR-  Private
- Parent:  (indicated by a red arrow)
- Order:
- Status:
- Post Type:

At the bottom of the form is a 'Cancel' button. Below the form is a list of existing Annual Reports, each with a checkbox and a title:

- Diversity, Equity, and Inclusion Goals Come into Focus
- Global Communities 2020 Annual Report
- — An innovative public-private partnership supporting Zambian farmers
- — Artisanal Mining Initiative Strengthens Sustainable Supply Chain in Democratic Republic of the Congo
- — Egypt Loan Guaranty Program and Women's Business Training Succeeds during Pandemic

## 2f. How to add a Team Member

To add a new Team Member, click on “Add New” in the “Team” menu in the dashboard.



In this screenshot below you can see a Team post that has already been filled out as well as a breakdown of the steps.



# David A. Weiss 1

Type / to choose a block



team bio



Photo



Show Image

- Yes, show image in bio 2
- Only show image as thumbnail

First Name 3

David A.

Last Name 4

Weiss

Job Title 5

Chief Executive Officer

Bio 6

Add Media Add Form

Visual Text

b i link b-quote del ins img ul ol li code more close tags

David A. Weiss became President & Chief Executive Officer of Global Communities (then CHF International) in 2010, having previously been a member of its Board since 2004 and Chairman of the Board from 2008-2010. With the merger with Project Concern International (PCI) in April 2020, David became CEO, with PCI's President & CEO becoming President of Global Communities.

Prior to joining Global Communities, David was Senior Policy Advisor at the global law firm DLA Piper for 13 years.

David spent 18 years with the Federal Government, including Special Assistant to the Director of the Peace Corps; member of the U.S. Foreign Service; Economic Officer in Haiti; Staff Assistant to the Secretary of State; Senior Special Assistant to the Deputy Secretary of State; Assistant U.S. Trade Representative for North American Affairs in charge of NAFTA; and other senior positions in the Office of the U.S. Trade Representative. David received the U.S. Department of State's Superior Honor Award.

He has a bachelor's from Hamilton College and a Master of Science in Foreign Service from Georgetown University. David is a member of the Board of Directors of the U.S. Global Leadership Coalition; InterAction, the largest alliance of

Team Block X

Status & visibility ^

Visibility Public

Publish December 1, 2021 10:30 am

Post Type Team

Move to trash

Yoast SEO v

Permalink v

Leadership 7 ^

- Board of Trustees
- Senior Leadership
- Global Leadership
- Technical Leadership

Add new Leadership

Select the primary leadership

Board of Trustees v

### **Team setup steps:**

1. Title of team member for Admin purposes
2. Upload a photo of the team member - we recommend a size of 640x770 or a similar ratio to best match the mask
3. This selection gives you the option to limit the photo to a thumbnail if the image size isn't optimal for a large masked version.
4. Enter the person's first name
5. Enter the person's last name
6. Enter the job title
7. Enter the Bio - we recommend a maximum of around 1200 characters.
8. Select the Leadership type the team member falls under - this will be used for filtering purposes
9. Publish your post

## **2g. How to add a Timeline post**

To add a new Timeline post, click on "Add New" in the "Timelines" menu in the dashboard.

In this screenshot below you can see a Timeline post that has already been filled out as well as a breakdown of the steps.

The screenshot shows the 'Edit Timeline' interface in WordPress. The left sidebar contains navigation options like Media, Forms, Pages, Comments, Countries, Resources Library, Annual Reports, Area of Expertise, and Timelines. The main content area is titled 'Edit Timeline' and includes an 'Add New' button. The form contains several fields:
 

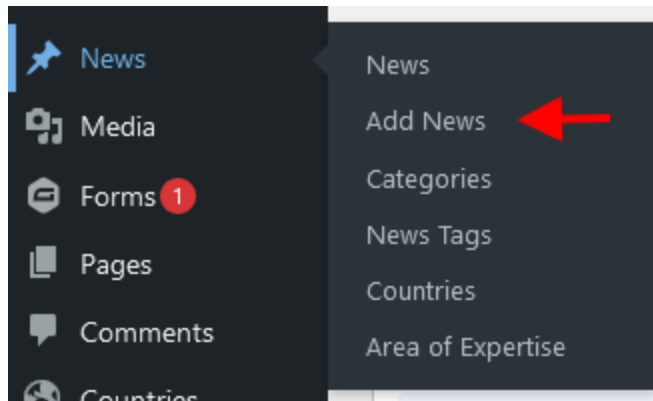
- 1**: Year (2020)
- 2**: Year (2020)
- 3**: Timeline Title ('Boldly Stepping into a Bright Future as a Unified Global Communities')
- 4**: Timeline info (text description of the merger between Global Communities and PCI).
- 5**: Timeline type (Radio buttons for Text only, Video and Text, and Image and Text; 'Video and Text' is selected).
- 6**: Timeline Video (A text field with a video URL: <https://www.youtube.com/watch?v=gAqccw/en70&amp;t=5s> and a video player showing a globe with a play button).
- 7**: Time Periods (A dropdown menu showing '2010-Present').
- 8**: Publish button.

## Timeline setup steps:

1. Title of timeline for Admin Purposes
2. Choose the Year of the timeline post
3. Give the Timeline a title
4. Enter a timeline description
5. Choose the timeline type (Text Only, Video and Text or Image and Text)
6. Depending on the previous selection you will see a field to add a video link or upload an image
7. Select the Time Period the Timeline falls under - for this category you can type the category name and it will auto-complete or click "choose from most used Time Periods" if you are unsure of the category names.
8. Once the post has been filled out hit the blue publish button

## 2. Create a News Post

To add a News post, click on “Add New” in the “News” menu in the dashboard.



In this screenshot below you can see a news post with the steps on how and what is required to publish

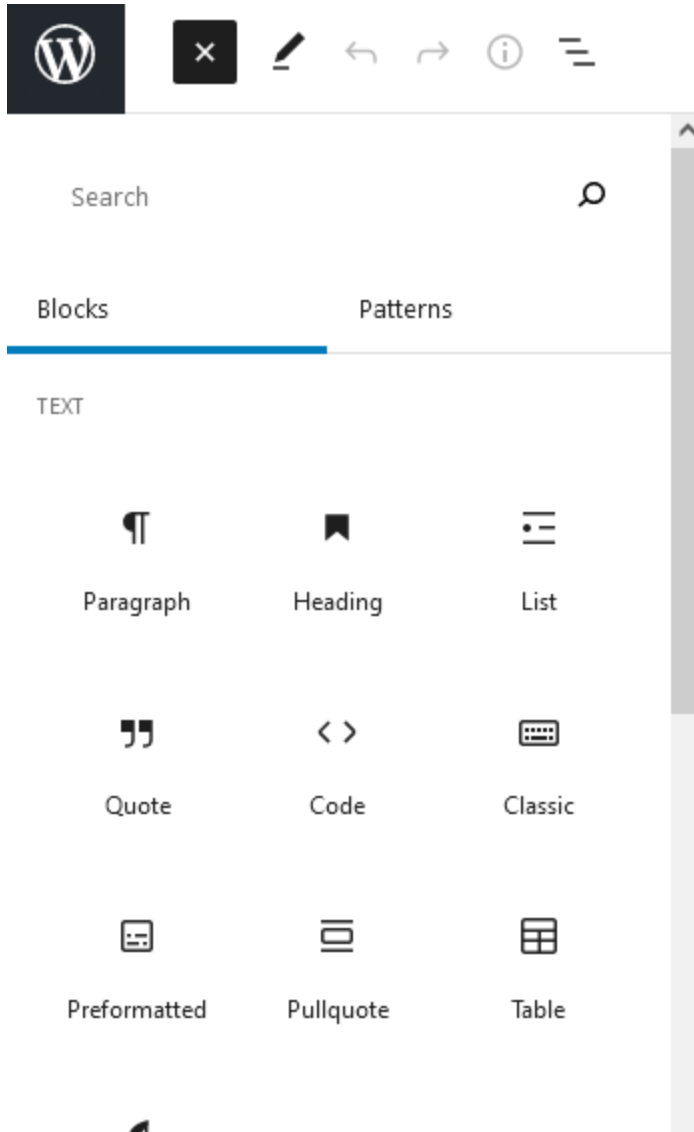
### News post setup steps:

1. Title of post
2. Build out the News post using the Gutenberg Editor. This can be done by simply typing out your post or by adding in Gutenberg modules by clicking on the blue plus button in the upper left corner.

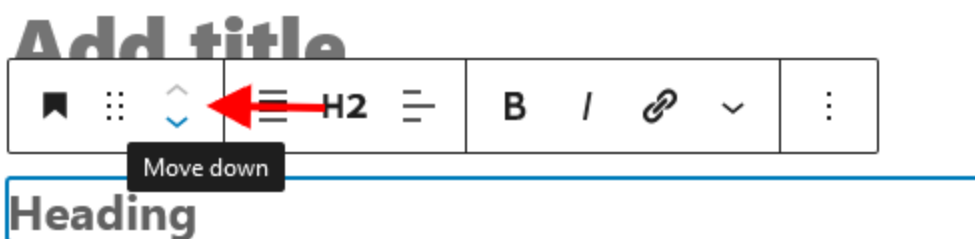


Selecting this button will provide you with a list of built in modules that can be added into the post.





Module settings can be accessed by hovering over the module or in the sidebar if the module is selected. To move the module you can drag it to a new location or use the arrows provided to position it up or down.



Heading

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis in purus Cras vehicula massa luctus, tincidunt nibh eget, volutpat elit. Nam rut Nullam sit amet placerat nibh. Ut vehicula, mauris sed porta molestie, nunc. Quisque vel laoreet lorem. Donec eros magna, vulvar sed mi

3. Show call to action toggle allows you to show a CTA row at the bottom of the post - simply fill out the fields provided.
4. News posts must fall under two filterable categories, Blog or Press Release. Other Categories in the list are for admin purposes only.
5. Select the Country you would like the post to display in.
6. Select the Area of Expertise you would like the post to display in.
7. Upload or select a featured image to be displayed in the post - recommended dimensions are 1440px x 800px
8. Publish your post


## 4. Create a page

To create an Area of Expertise post, click on “Add New” in the Area of Expertise menu section of the dashboard

Below is an example of a built out page in the dashboard.

WordPress editor interface showing the page title "Mission, Vision, Values" (1) and the Beaver Builder notification. The page is currently active in Beaver Builder mode, with options to "Convert to Beaver Builder" or "Use Standard Editor".

The page settings sidebar on the right includes:

- Page Block
- Visibility: Public (8)
- Publish: October 21, 2021 5:14 am
- Author: Global Communities
- Post Type: Page
- Move to trash
- Template
- Yoast SEO
- 33 Revisions
- Permalink
- Featured image: (6)  Replace Image Remove featured image
- Discussion
- Page Attributes: (7) About Us
- Parent Page: About Us
- Order: 0
- Color Scheme

The main content area shows the following settings:

- Yoast SEO
- Page Hero
- Hero Type: (2) Hero 3 (with icon)
- Heading Text: (3) Our Mission, Vision & Values
- Left of Text Icon: (4) No image selected Add Image
- Breadcrumbs: (5) Yes

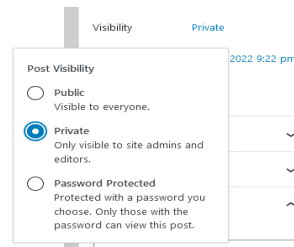
Document → Paragraph

### Areas of Expertise setup steps:

1. Title of the page.
2. Choose the hero Type. The Area of Expertise CPT gives you the choice of (7) hero types: Hero 1 (reserve this for the homepage or important landing pages),

Hero 2 with icon, Hero 3 with icon, Hero 4 with Intro Text, Hero 4 with Video.  
Hero 5 minimal text and Hero 6 with map.

3. Heading Text should be the same or similar to the CPT title but this text field gives you the option to make slight modifications to the main page hero heading.
4. Depending on the hero chosen, select the icon that will show next to the hero heading.
5. The Breadcrumb option will show a breadcrumb above the hero heading text
6. Featured images will show up masked in the hero - while the hero mask will adjust to fit the image, you can refer to the hero section to find the best fitting image ratio.
7. Select the parent you would like the page to be shown under.
8. If this is a new post it is important to select "Private" while you build out your page until it is ready to be displayed to the public.
9. If Private has been selected then your settings should be saved at this point. If you are updating fields of an existing post then be sure to hit the update button to save your changes.



10. If the page has already been built out you can publish or update your changes.

## 4a. Choosing a Hero

There are a total of 6 variations of the Hero, with 1 additional variation of Hero 4, giving you the option of either photo or video.

### Hero 1 (homepage)

- Image aligned to right of browser
- Heading
- Heading text highlight
- Image caption title
- Image caption copy
- Learn more link

Text box always positioned to the left

Image ratio: 970 x 732px

Layer name:  
**Bringing together local ...**

CHARACTERS: 111

**Bringing together local ingenuity and global insights to save lives, advance equity, and secure strong futures.**



Layer name:  
**Reforestation watersheds...**

CHARACTERS: 34

### Reforestation watersheds in Honduras

Our work to reduce land degradation and reforest watersheds in Honduras' Dry Corridor has resulted in over 40,000 families benefitting from better water infrastructure. [Learn more](#) →

Layer name:  
**Our work to reduce lan...**

CHARACTERS: 168

### Hero 2

- Image (aligned left or right)
- Heading
- Heading text highlight

Image ratio: 844 x 565 px



**Our programs lead to a more just, prosperous, and equitable global community.**

Layer name:  
**Our programs lead to a ...**

CHARACTERS: 77

### Hero 3

- Image (aligned right)
- Icon (optional)
- Breadcrumb
- Page title

Image ratio: 896 x 436 px



PROGRAMS >

**Humanitarian Response**



## Ghana

Layer name:  
Introducing Ghana nun...

CHARACTERS: 56

### Introducing Ghana nunc id cursus metus aliquam eleifend.

Using climate-smart and nutritionally-targeted agriculture practices, PCI believes we can make a sustained and positive difference in helping vulnerable communities improve their nutrition and food security while adapting to climate change.

[Continue to Country Website](#)



Layer name:  
Using climate-smart an...

CHARACTERS: 240

- Hero 4 (image/video)**
- Image / video (aligned right)
  - Video opens to play in lightbox
  - Icon (optional)
  - Breadcrumb
  - Page title
  - Intro heading
  - Intro copy
  - Button (optional)
  - External links use icon on right

Image ratio: 844 x 586 px

- Hero 5**
- Breadcrumb
  - Page title
  - Intro heading
  - Intro copy

## History

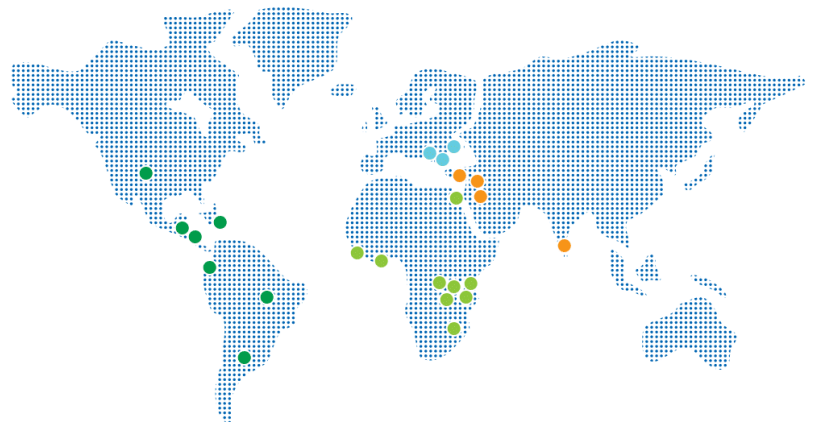
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Odio ut enim blandit volutpat maecenas. Facilisi morbi tempus iaculis urna. Sed pulvinar proin gravida hendrerit. Quam adipiscing vitae proin sagittis nisl rhoncus. Nunc mi ipsum faucibus vitae aliquet. Tellus in hac habitasse platea dictumst.

- Hero 6**
- Interactive map (aligned right)
  - Intro heading

Same functionality as map module below

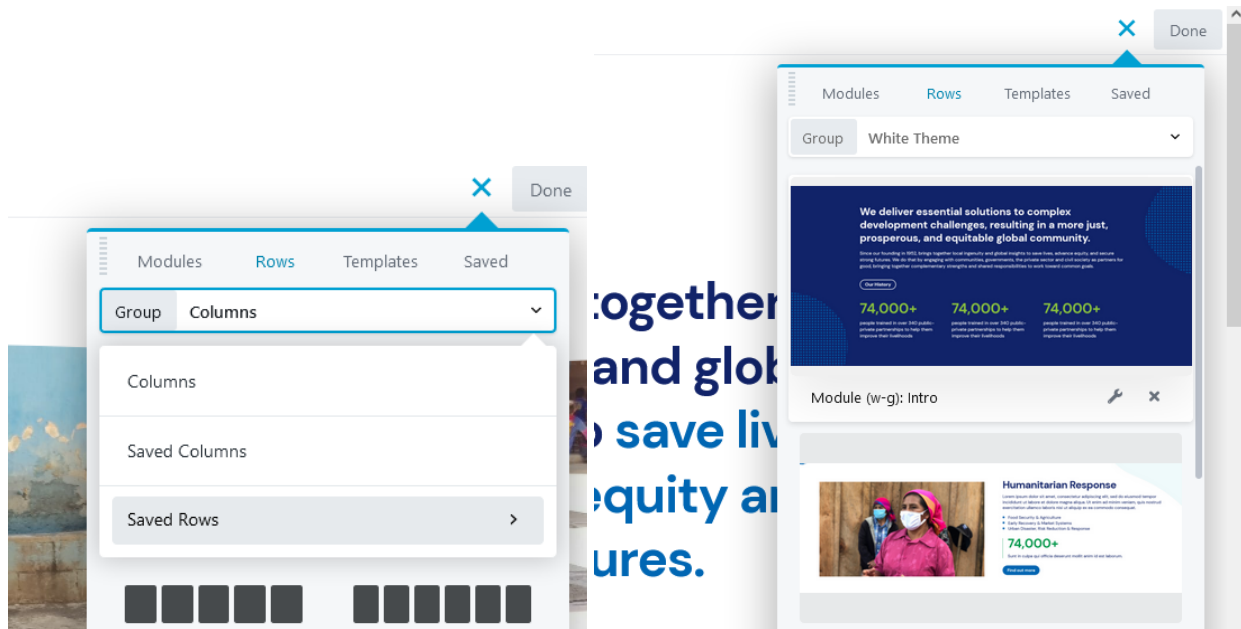
Where we work  
lorem ipsum dolor  
sit amet



## 4b. Accessing Saved Rows

The modules can be found in the Beaver builder editor by clicking on the blue plus sign button in the upper right corner.

We also have saved row layouts that can be found by clicking the blue plus sign and then clicking the “Rows” tab > “Saved Rows” > White Theme. Here you find all of the saved layouts that can be used to easily build a page.

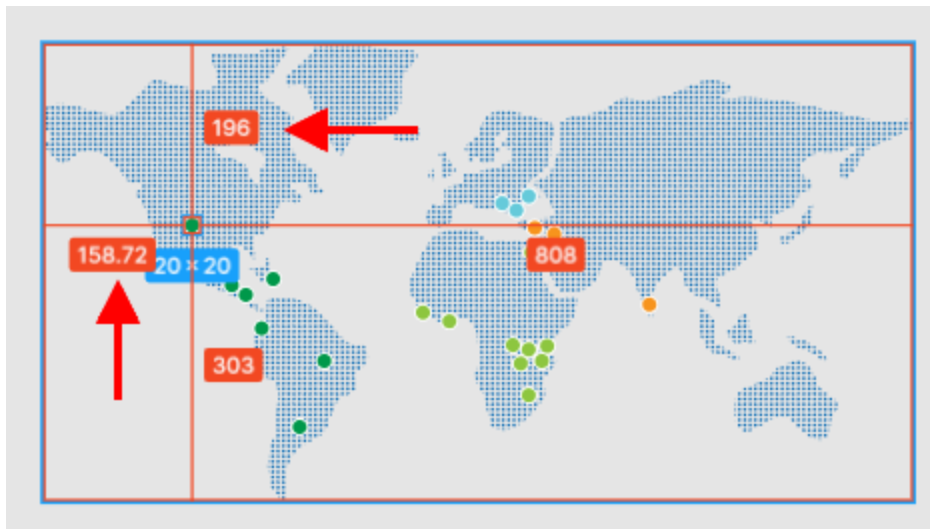


## 5. Add a location on the map

To add a location pin on all maps you will need to enter the X, Y Country post you are looking to add. To find the X, Y coordinates of the dot within the dimensions of the image you will need to open the map up in the Figma file located here

<https://www.figma.com/file/CU5NEXdgg7f9m8JZuFxRQZ/Global-Communities---Website?node-id=480%3A1793> then navigate to the map above the page layout.

To get a pin location, select a pin on the map and hover over it while pressing Ctrl (or Apple Command on Mac). The upper left numbers are the X (horizontal axis) and Y (vertical axis).

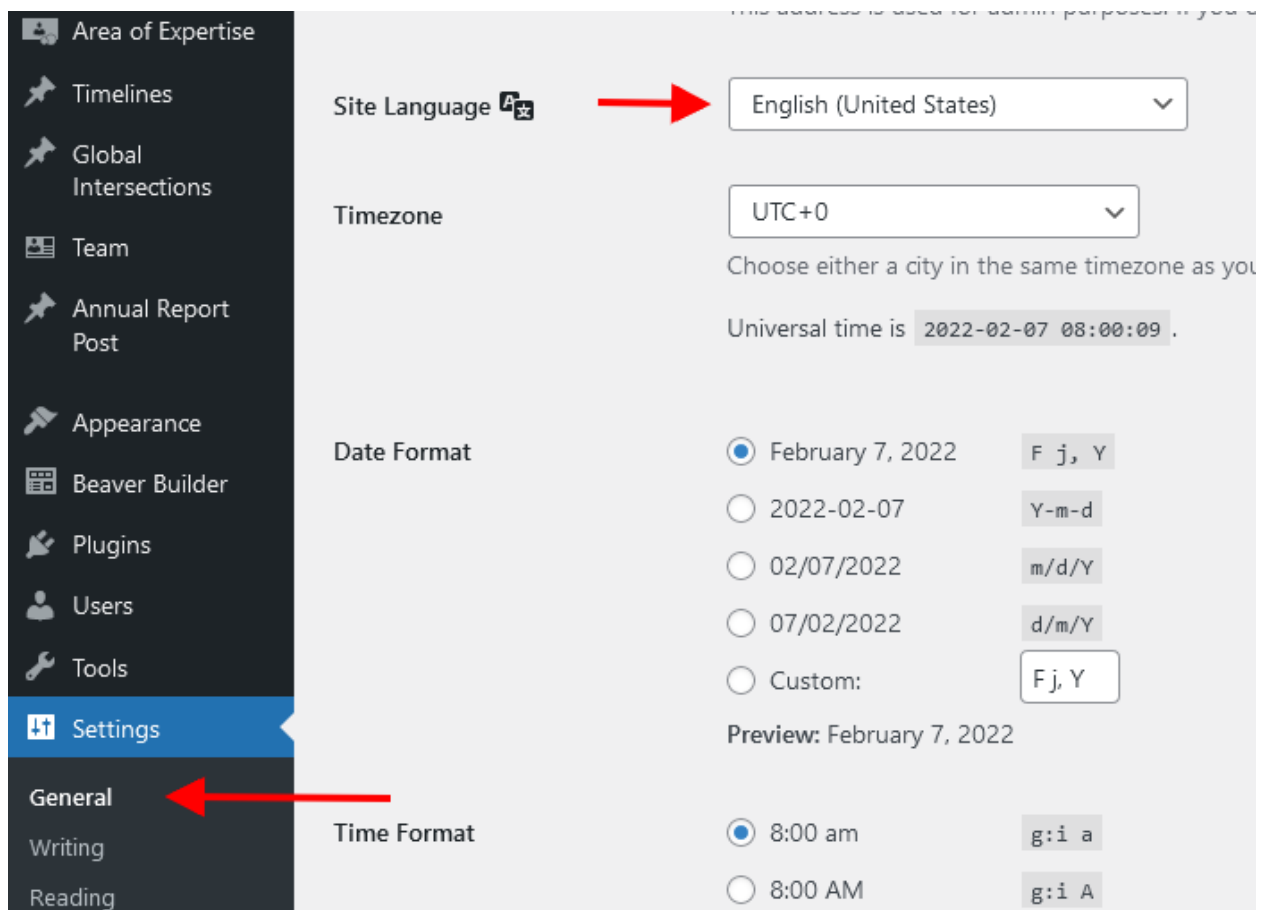




## 6. Wordpress Settings

### 6a. Language Settings

To change the language settings of a subsite, go to Settings > General in the Wordpress Dashboard. Under settings you will see a dropdown menu for languages.

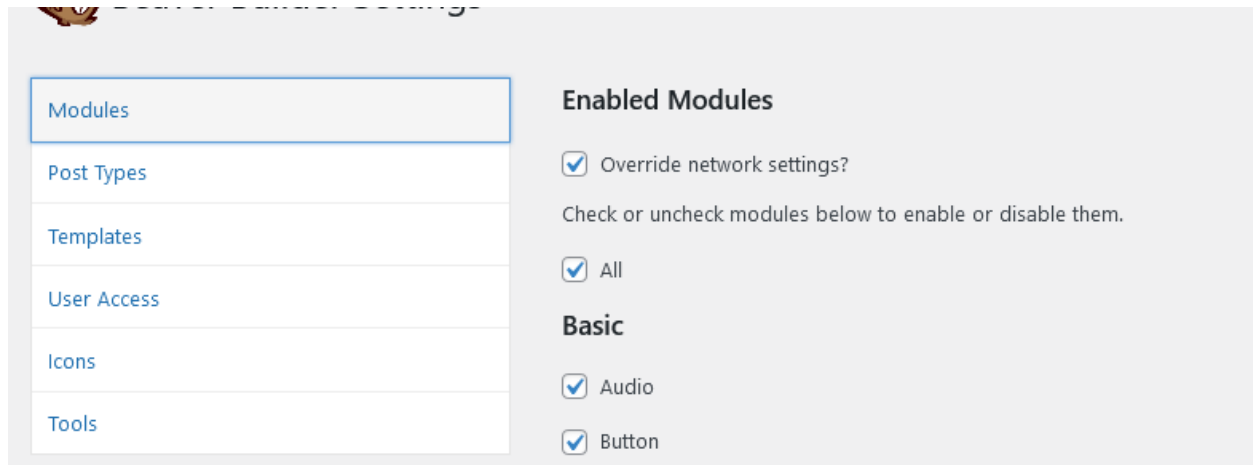


The screenshot displays the WordPress Settings interface, specifically the 'General' section. The left sidebar contains a menu with 'Settings' highlighted in blue, and 'General' selected below it. A red arrow points from 'General' in the sidebar to the 'General' settings area. In the 'General' settings, the 'Site Language' dropdown is set to 'English (United States)', with a red arrow pointing to it. Below it, the 'Timezone' is set to 'UTC+0'. The 'Date Format' section shows several radio button options: 'February 7, 2022' (selected), '2022-02-07', '02/07/2022', '07/02/2022', and 'Custom:'. The 'Time Format' section shows radio button options for '8:00 am' (selected) and '8:00 AM'. A preview of the date format shows 'February 7, 2022'.

Setting	Value
Site Language	English (United States)
Timezone	UTC+0
Date Format	February 7, 2022 (F j, Y)
Time Format	8:00 am (g:i a)

## 6b. Turn Off Modules For Subsites

Modules, post types and user abilities can all be controlled and limited for Beaver Builder on a site-by-site basis. These settings can be located under Settings > Beaver Builder in the Wordpress Dashboard. Make sure to override the network setting to list out the modules you would like to hide.



## 7. Logging issues with Briteweb

For ongoing maintenance and support of the site, all future bugs and features will be coordinated through asana. This is [your dedicated asana board](#) for your tickets that you'll be able to view what is planned, in-flight and needing your attention. Completed tickets can also be found here for your reference, however we have not imported all the tickets done post launch from Gitlab. If we need to reference that we can.

There is one designated point of contact that engages with Briteweb's Accounts team, and they coordinate all the requests from the respective GC team. Anyone can [submit a ticket via this form](#), however they will need to coordinate with your POC (Bonnie) to help inform and prioritize where it fits amongst the other tickets. Ticket prioritization and budget allocation will be discussed between both respective team leads before moving forward.

### Types of Tickets

Tickets can include bugs you've found on the site, new features you're hoping to develop, tracking requests and reporting, design/branding enhancements and/or

strategy work (e.g. sitemap discussions). Based on the requests, your Briteweb account lead will provide an estimate and / or request more information before proceeding with the work to ensure we're building the right thing, the right way. Please provide links and screenshots where applicable to help dictate the issue/feature you'd like to discuss.

## Budget

Global Communities is on a quarterly support plan, of \$5250/quarter, which translates to 30 hours, at a \$175/hr rate. If there are additional tasks that are imperative within the quarter, additional funds will be discussed to accommodate and billed at the end of the quarter. Of these 30 hours, ~6 hours are put towards monthly plugin, PHP and/or WordPress core updates (~2hr/month) to ensure the site is the most up to date version of itself. Wordpress core and PHP updates are less frequent and may require additional time above the 2 hours but typically, it averages out.

## Plug-ins

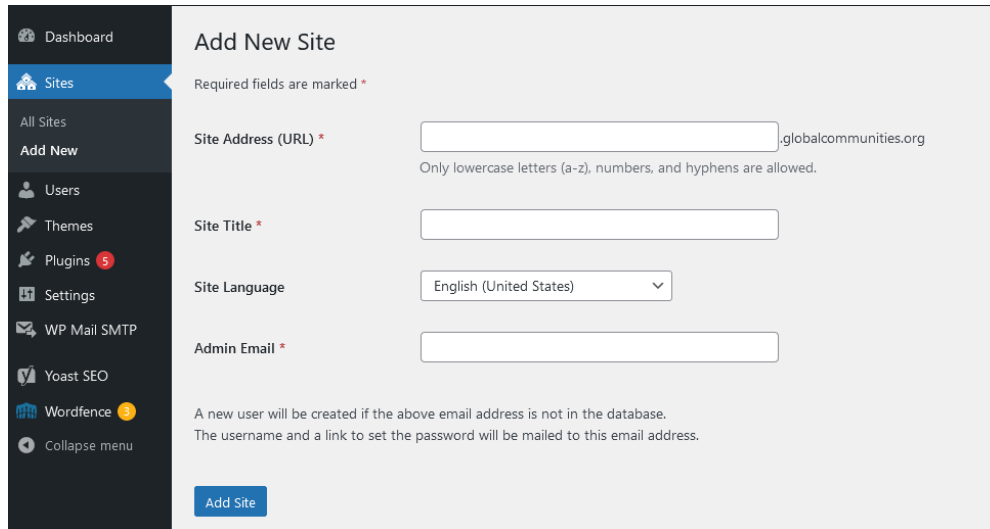
Briteweb handles all installations and updates to plug-ins within your site. Please do not update the plugins from the wordpress dashboard, or install your own. There are two reasons for this:

1. Website vitality - Plugins that are loaded on the live site have not been tested to see if they impact / break other areas of the site. Briteweb first deploys the new versions within the staging environment to understand how the new versions / plugin reacts and then can triage any bugs that arise with zero impact on the live site.
2. Briteweb's deployment pipeline - Briteweb operates on a one-way deployment pipeline. This means that when we push code from our staging site into the production environment, it overwrites any plugin changes you've done. Our pipeline does not flow from production to staging. Any changes you make within the production environment with plugins will become redundant as they will be overwritten with any change we make. This does not apply to content.

## 8. Creating a new Country Site

*\*All Saved Rows are available across the entire network and categorized by theme color*

To create a new site on the multisite network go to My Sites > Network Admin > Sites in the Wordpress top bar. On the Sites page click the “Add New” button.



The screenshot shows the 'Add New Site' form in the WordPress Network Admin interface. The left sidebar contains navigation links: Dashboard, Sites (selected), All Sites, Add New, Users, Themes, Plugins (5), Settings, WP Mail SMTP, Yoast SEO, Wordfence (5), and Collapse menu. The main content area is titled 'Add New Site' and includes a note: 'Required fields are marked \*'. The form fields are: 'Site Address (URL) \*' with a text input containing '.globalcommunities.org' and a note 'Only lowercase letters (a-z), numbers, and hyphens are allowed.'; 'Site Title \*' with an empty text input; 'Site Language' with a dropdown menu set to 'English (United States)'; and 'Admin Email \*' with an empty text input. Below the form is a note: 'A new user will be created if the above email address is not in the database. The username and a link to set the password will be mailed to this email address.' and an 'Add Site' button.

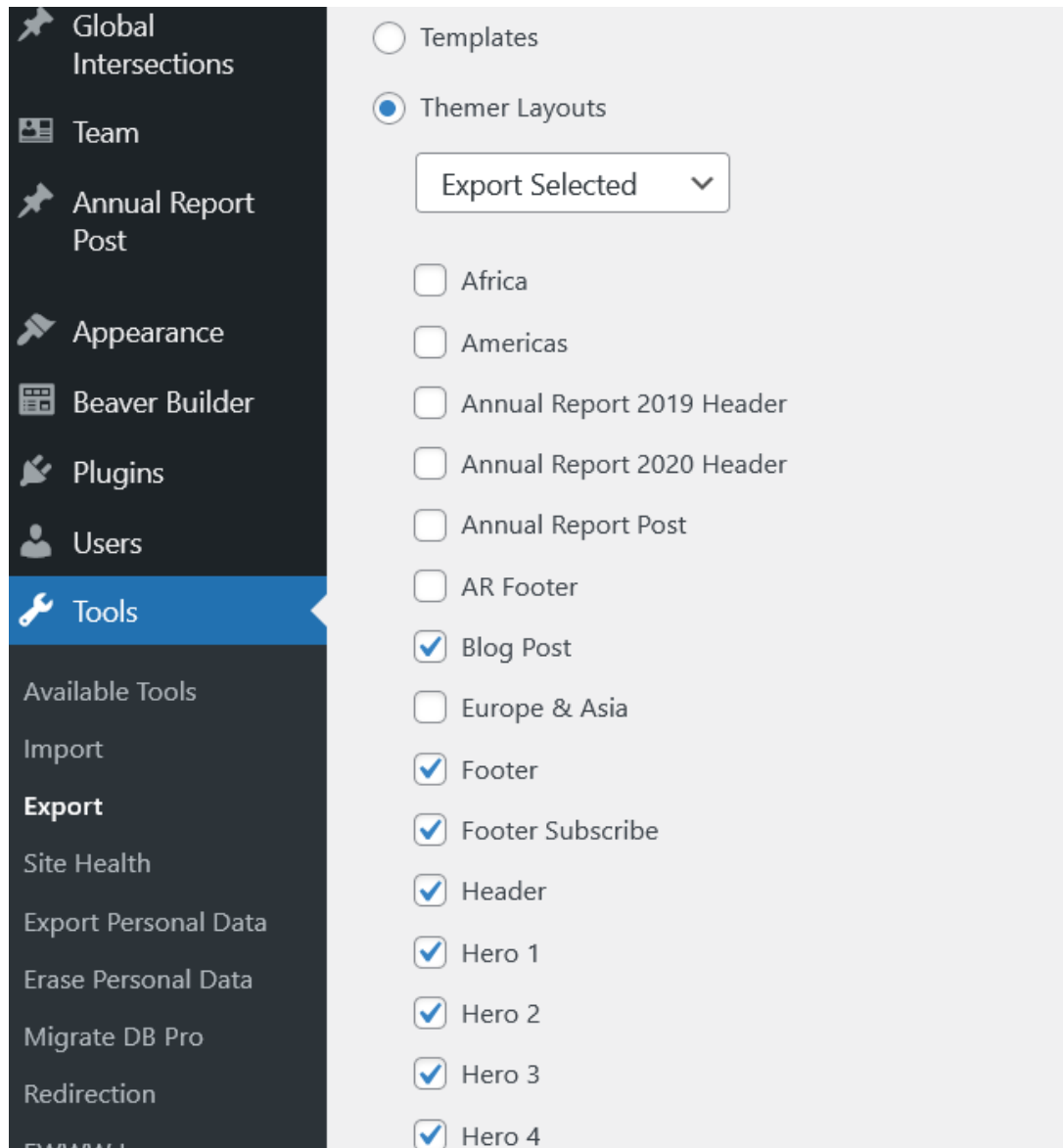
### 8a. Activate BB Child theme

In the Country Dashboard go to Appearance > Themes and hover over the Briteweb thumbnail to show the Activate button for the Beaver Builder Child Theme. Click activate

### 8b. Export Themer layouts

Themer templates will then need to be exported from the main Global Communities dashboard into the country site.

In the Global Communities dashboard go to Tools > Export in the sidebar and select Themer layouts and Export Selected in the dropdown.



Select the following themer templates to export

- Blog Post
- Footer
- Footer Subscribe

- Header
- Hero 1
- Hero 2
- Hero 3
- Hero 4
- Hero 4 Video
- Hero 5 Text Minimal
- Hero 6
- Post Category Archive
- Search

Once the export file has downloaded go to your country site dashboard and under Tools > Import > Wordpress - Run Importer (or install then run)

### 8c. Export custom post types

On the Global Communities dashboard go to CPT UI > Tools > Post Types (TAB) and select all code in the right export box and using your keyboard, copy the code.

#### Import Post Types

Paste content here.

**Note:** Importing will overwrite previous registered settings.

To import post types from a different WordPress site, paste the exported content from that site and click the "Import" button.

Import

#### Export Post Types settings

```

{"country":
{"name":"country","label":"Countries","singular_label":"Country","description":"","public":"true","publicly_queryable":"true","show_ui":"true","show_in_nav_menus":"true","delete_with_user":"false","show_in_rest":"true","rest_base":"","rest_controller_class":"","has_archive":"false","has_archive_string":"","exclude_from_search":"false","capability_type":"post","hierarchical":"true","can_export":"false","rewrite":"true","rewrite_slug":"","rewrite_withfront":"true","query_var":"true","query_var_slug":"","menu_position":"","show_in_menu":"true","show_in_menu_string":"","menu_icon":"dashicons-admin-site","supports":

```

Use the content above to import current post types into a different WordPress site. You can also use this to simply back up your post type settings.

Return to your Country site and go to CPT UI > Tools > Custom Post Types (TAB) and in the left import box, paste your code and press the import button.

## Import Post Types

```
cal:"false","can_export":"false","rewrite":"true","rewrite_slug":"","rewrite_withfront":"true","query_var":
"true","query_var_slug":"","menu_position":"","show_in_menu":"true","show_in_menu_string":"","men
u_icon":"","supports":["title","editor","thumbnail","revisions"],"taxonomies":[],"labels":
{"menu_name":"","all_items":"","add_new":"","add_new_item":"","edit_item":"","new_item":"","view_ite
m":"","view_items":"","search_items":"","not_found":"","not_found_in_trash":"","parent_item_colon":"","
featured_image":"","set_featured_image":"","remove_featured_image":"","use_featured_image":"","arc
hives":"","insert_into_item":"","uploaded_to_this_item":"","filter_items_list":"","items_list_navigation":
,"items_list":"","attributes":"","name_admin_bar":"","item_published":"","item_published_privately":"","i
tem_reverted_to_draft":"","item_scheduled":"","item_updated":""},"custom_supports":"","enter_title_h
ere":""}}
```

**Note:** Importing will overwrite previous registered settings.

To import post types from a different WordPress site, paste the exported content from that site and click the "Import" button.

Import

Unfortunately there's no way to only import select custom post types using this method, therefore unwanted post types will need to be manually deleted.

To delete post types go to the Country dashboard and under CPT UI > Add/Edit Post Types > Edit Post Types (TAB) - Select the unwanted post types in the dropdown and then press the 'Delete Post Type' button. The two post types remaining should be Resource Library and Team.

The screenshot displays the WordPress 'Add/Edit Post Types' interface. On the left sidebar, the 'CPT UI' menu is visible, with 'Add/Edit Post Types' highlighted. The main content area shows the 'Edit Post Types' tab for 'Countries'. The 'Basic settings' section includes the following fields and options:

- Post Type Slug \***: country (Text input)
- Plural Label \***: Countries (Text input)
- Singular Label \***: Country (Text input)
- Auto-populate labels**: [Populate missing labels based on chosen labels](#) | [Clear labels](#)
- Buttons**: Save Post Type, Delete Post Type (highlighted with a red arrow)

The 'Additional labels' section is partially visible at the bottom, showing a 'Post Type Description' field.

The next step is to export Taxonomies (categories) using the same CPT UI export method outlined above. On the Global Communities dashboard under CPT UI > Tools > Taxonomies (TAB) and select all code in the right export box and using your keyboard, copy the code. Return to your Country site and go to CPT UI > Tools > Taxonomies (TAB) and in the left import box, paste your code and press the import button. Follow the same instructions to manually delete the unwanted Taxonomies so that only Resource Types and Leadership remain.

## 8d. Export custom fields

Return to the Global Communities dashboard and go to Custom Fields > Tools and select

- Post - Resource Library
- Post CTA



- Press Release External Link
- Team Bio
- Page Hero

And press the Export file button.

### Export Field Groups

Select the field groups you would like to export and then select your export method. Use the download button to export to a .json file which you can then import to another ACF installation. Use the generate button to export to PHP code which you can place in your theme.

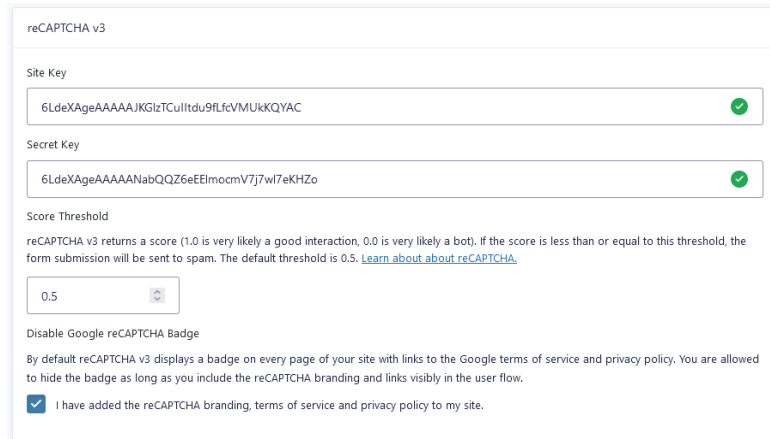
#### Select Field Groups

<input type="checkbox"/> Toggle All	<input type="checkbox"/> Post - AR Library	<input checked="" type="checkbox"/> team bio
<input type="checkbox"/> Color Scheme	<input checked="" type="checkbox"/> Post - Resource Library	<input type="checkbox"/> Timeline
<input type="checkbox"/> Country assets	<input checked="" type="checkbox"/> Post CTA	<input type="checkbox"/> Country Hero
<input type="checkbox"/> CPT - Area of Expertise	<input checked="" type="checkbox"/> Press Release External Link	<input type="checkbox"/> Hero: Area Expertise CPT
<input type="checkbox"/> Our Work Info	<input type="checkbox"/> Region Info	<input checked="" type="checkbox"/> Page Hero

Return to your country site and go to Custom Fields > Tools and import your file.

## 8e. reCaptcha for Country Sites

The reCaptcha Site Key and Secret Key need to be copied over to the new Country Site. The recaptcha can be found in the Global Communities dashboard under Forms > Settings > reCaptcha (TAB). Simply copy the Site Key and Secret Key to the Country site in the same location.



The screenshot shows the reCAPTCHA v3 configuration interface. It includes fields for Site Key and Secret Key, both containing alphanumeric strings and marked with green checkmarks. Below these is a Score Threshold section with a text input set to 0.5 and a small arrow icon. At the bottom, there is a checkbox labeled 'I have added the reCAPTCHA branding, terms of service and privacy policy to my site.' which is checked.

reCAPTCHA v3

Site Key

6LdeXAgeAAAAJKGizTCulltdu9fLfcVMUkkQYAC

Secret Key

6LdeXAgeAAAAANabQQZ6eEElmocmV7j7wi7eKHZo

Score Threshold

reCAPTCHA v3 returns a score (1.0 is very likely a good interaction, 0.0 is very likely a bot). If the score is less than or equal to this threshold, the form submission will be sent to spam. The default threshold is 0.5. [Learn about about reCAPTCHA.](#)

0.5

Disable Google reCAPTCHA Badge

By default reCAPTCHA v3 displays a badge on every page of your site with links to the Google terms of service and privacy policy. You are allowed to hide the badge as long as you include the reCAPTCHA branding and links visibly in the user flow.

I have added the reCAPTCHA branding, terms of service and privacy policy to my site.

## 8f. Google Translate settings

Language translation settings can be adjusted for the Country site in the Country dashboard under Settings > Google Language Translator. Here you can check the language boxes you want active and in the right sidebar choose the flag settings for each language.

Language translations are shown in a dropdown in the footer of the Country website.

**Main Settings**

Plugin Status:  Check this box to activate

Choose the original language of your website: English

What languages will be active? ([Select All](#) | [Clear](#))

<input type="checkbox"/> Afrikaans	<input type="checkbox"/> French	<input type="checkbox"/> Kyrgyz	<input type="checkbox"/> Sesotho
<input type="checkbox"/> Albanian	<input type="checkbox"/> Frisian	<input type="checkbox"/> Lao	<input type="checkbox"/> Sindhi
<input type="checkbox"/> Amharic	<input type="checkbox"/> Galician	<input type="checkbox"/> Latin	<input type="checkbox"/> Sinhala
<input type="checkbox"/> Arabic	<input type="checkbox"/> Georgian	<input type="checkbox"/> Latvian	<input type="checkbox"/> Slovak
<input type="checkbox"/> Armenian	<input type="checkbox"/> German	<input type="checkbox"/> Lithuanian	<input type="checkbox"/> Slovenian
<input type="checkbox"/> Azerbaijani	<input type="checkbox"/> Greek	<input type="checkbox"/> Luxembourgish	<input type="checkbox"/> Samoan
<input type="checkbox"/> Basque	<input type="checkbox"/> Gujarati	<input type="checkbox"/> Macedonian	<input type="checkbox"/> Scots Gaelic
<input type="checkbox"/> Belarusian	<input type="checkbox"/> Haitian	<input type="checkbox"/> Malagasy	<input type="checkbox"/> Somali
<input type="checkbox"/> Bengali	<input type="checkbox"/> Hausa	<input type="checkbox"/> Malayalam	<input checked="" type="checkbox"/> Spanish
<input type="checkbox"/> Bosnian	<input type="checkbox"/> Hawaiian	<input type="checkbox"/> Malay	<input type="checkbox"/> Sundanese
<input type="checkbox"/> Bulgarian	<input type="checkbox"/> Hebrew	<input type="checkbox"/> Maltese	<input type="checkbox"/> Swahili
<input type="checkbox"/> Catalan	<input type="checkbox"/> Hindi	<input type="checkbox"/> Maori	<input type="checkbox"/> Swedish
<input type="checkbox"/> Cebuano	<input type="checkbox"/> Hmong	<input type="checkbox"/> Marathi	<input type="checkbox"/> Tajik
<input type="checkbox"/> Chichewa	<input type="checkbox"/> Hungarian	<input type="checkbox"/> Mongolian	<input type="checkbox"/> Tamil
<input type="checkbox"/> Chinese (Simplified)	<input type="checkbox"/> Icelandic	<input type="checkbox"/> Myanmar (Burmese)	<input type="checkbox"/> Telugu
<input type="checkbox"/> Chinese (Traditional)	<input type="checkbox"/> Igbo	<input type="checkbox"/> Nepali	<input type="checkbox"/> Thai
<input type="checkbox"/> Corsican	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Norwegian	<input type="checkbox"/> Turkish
<input type="checkbox"/> Croatian	<input type="checkbox"/> Irish	<input type="checkbox"/> Pashto	<input type="checkbox"/> Ukrainian
<input type="checkbox"/> Czech	<input type="checkbox"/> Italian	<input type="checkbox"/> Persian	<input type="checkbox"/> Urdu
<input type="checkbox"/> Danish	<input type="checkbox"/> Japanese	<input type="checkbox"/> Polish	<input type="checkbox"/> Uzbek
<input type="checkbox"/> Dutch	<input type="checkbox"/> Javanese	<input checked="" type="checkbox"/> Portuguese	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> English	<input type="checkbox"/> Kannada	<input type="checkbox"/> Punjabi	<input type="checkbox"/> Welsh
<input type="checkbox"/> Esperanto	<input type="checkbox"/> Kazakh	<input type="checkbox"/> Romanian	<input type="checkbox"/> Xhosa
<input type="checkbox"/> Estonian	<input type="checkbox"/> Khmer	<input type="checkbox"/> Russian	<input type="checkbox"/> Yiddish
<input type="checkbox"/> Filipino	<input type="checkbox"/> Korean	<input type="checkbox"/> Serbian	<input type="checkbox"/> Yoruba
<input type="checkbox"/> Finnish	<input type="checkbox"/> Kurdish	<input type="checkbox"/> Shona	<input type="checkbox"/> Zulu

**Preview**

Drag & drop flags to change their position.  
(Note: flag order resets when flags are added/removed)

Select Language

Powered by Google Translate

Translated text: Hello

**Flag Settings**

Select flag size: 18px

Flag for English: U.S. Flag

Flag for Spanish: Spanish Flag

Flag for Portuguese: Brazilian Flag

**Enable SEO features with GTranslate**

- Search engine indexing
- Search engine friendly (SEF) URLs
- Human level neural translations
- Edit translations manually
- [Automatic translation, post-editing service and professional translations](#)