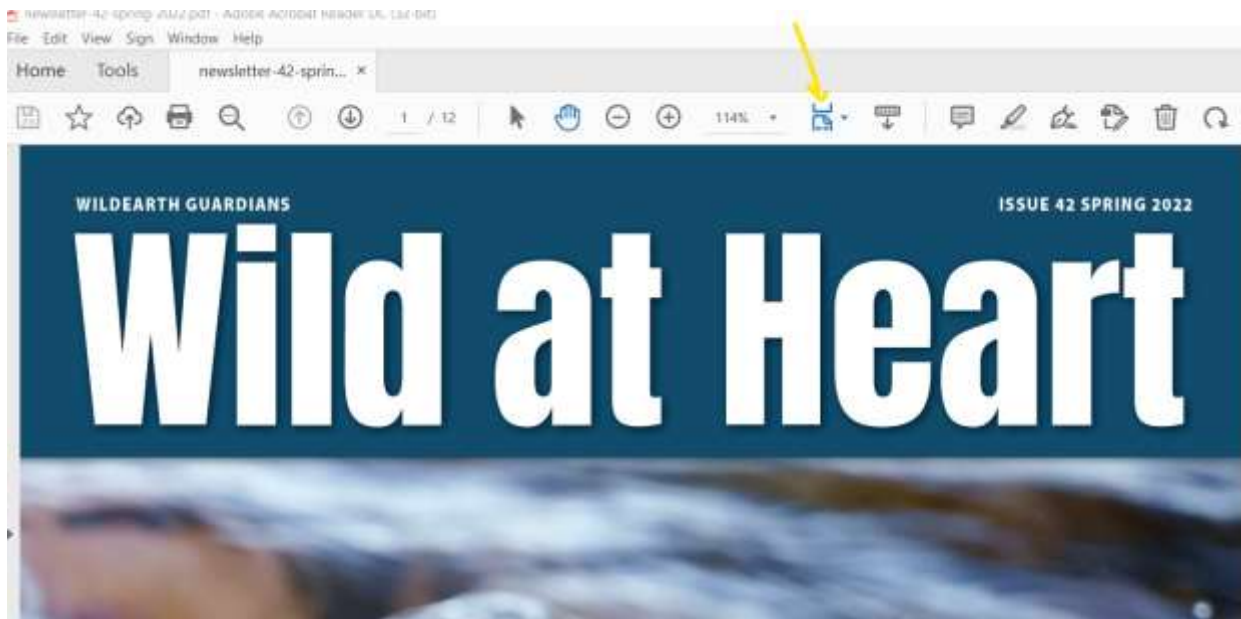


## How to put Newsletter flipbook on website

Download the high-resolution version of the newsletter. Change the name using the following convention: newsletter-num-season-year.pdf  
example: newsletter-42-spring-2022.pdf

Open the pdf and reduce size to Fit One Full Page using the more tools icon.



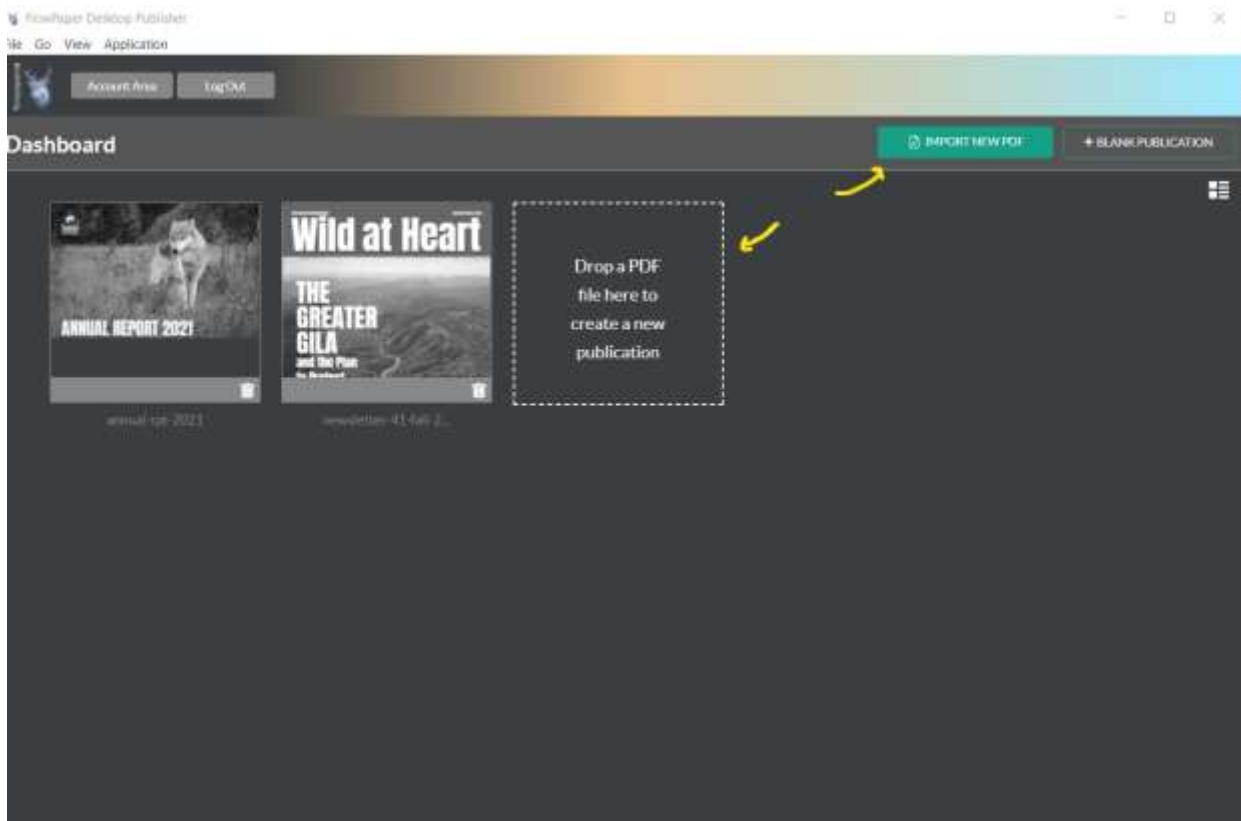
Snip the cover and save it as a jpg using the naming convention: newsletter-num-cover-wildearth-guardians.jpg  
example: newsletter-41-cover-wildearth-guardians.jpg

Open the cover image in a photo editing program: scale size to: 578 by 752 pixels  
Load the scaled image to WordPress media library.  
Set alternative text to example: Wild at Heart #42 cover  
Set Title to example: Wild at Heart #42 cover  
Copy URL of the image to use later.

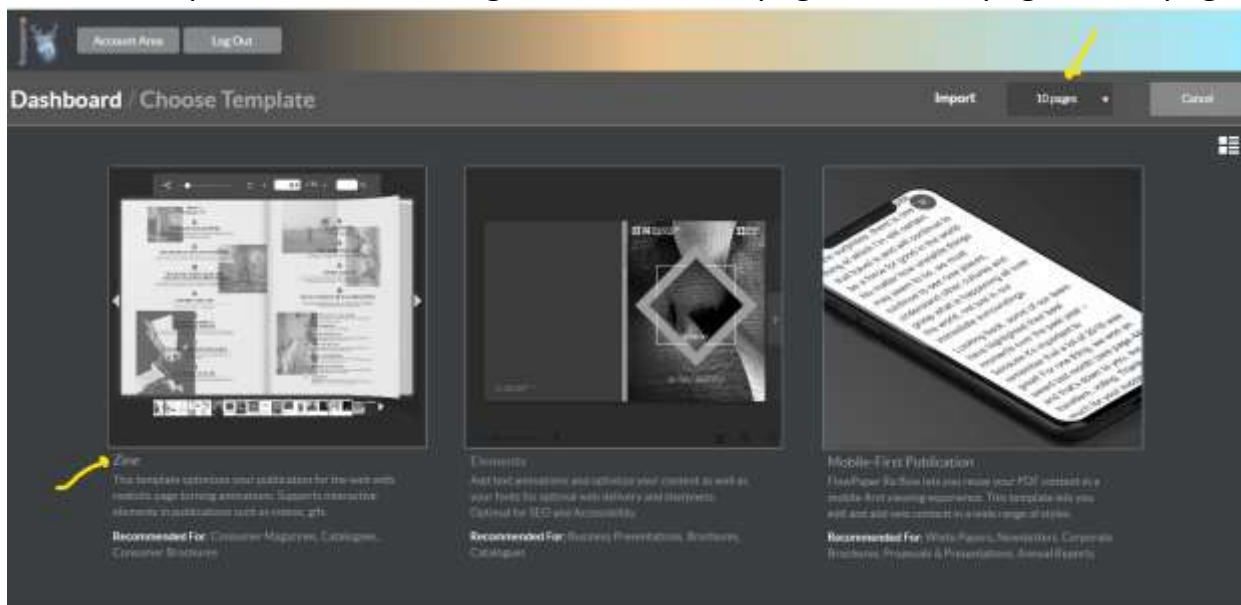
## Using the FlowPaper Desktop Publisher

Start the FlowPaper desktop publisher. If a new version is available, you will be prompted to download and install it.

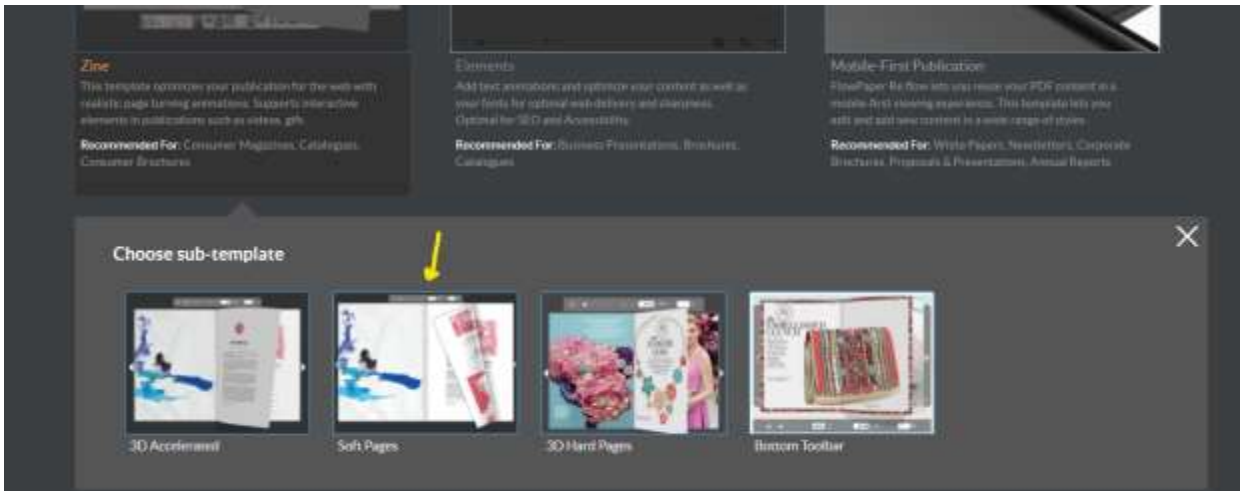
Import the high-resolution pdf.



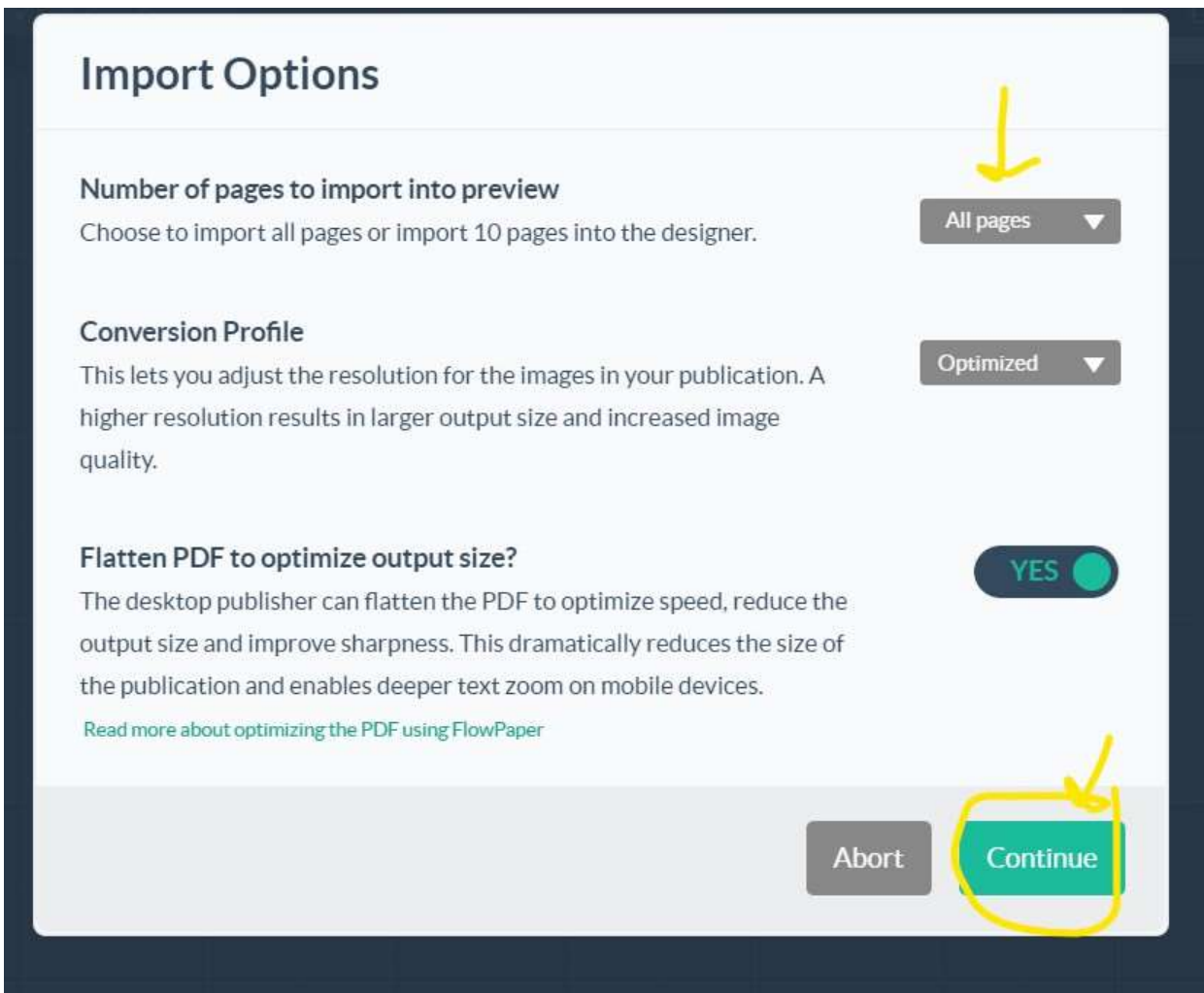
Choose template Zine and change the number of pages from 10 pages to all pages.



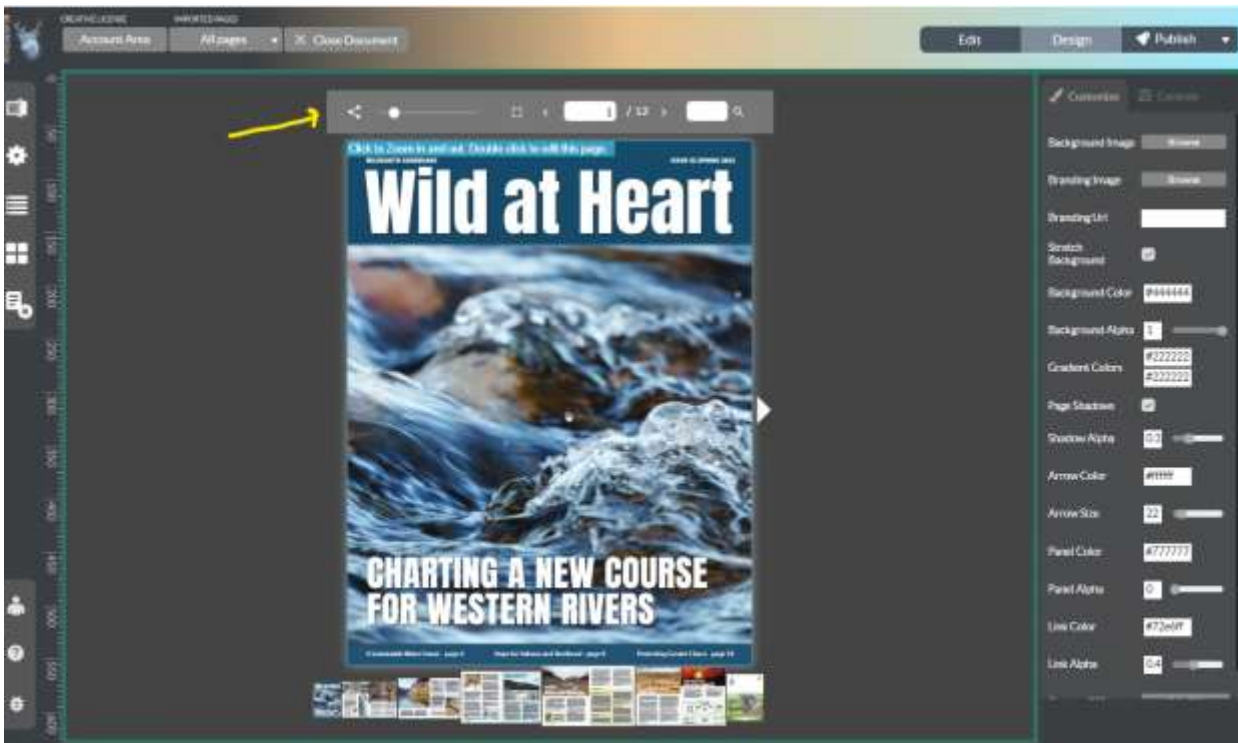
Choose sub-template Soft Pages.



The import options page appears. This is another opportunity to change from 10 pages to all pages. Click Continue.



Add the download button to the controls section at the top of the newsletter.



Click the controls tab in the right column and check the box for download button.



## Add buttons for donation and Wild Bunch pages.

Page through the newsletter to the Three Ways to Give page. Click the edit button in upper right. If Three Ways to Give is on an odd numbered page then the even numbered page preceding it will open in the editor. Use the Editor Navigation box in the top center to advance one page. Scroll down until Three Ways to Give appears. In edit mode the page is enlarged.

In right column of the page editor, click Add Image. On the Add Image page, browse to the donate now button on your computer. In the Navigate to box enter the URL for the donation page (below).

[https://secure.wildearthguardians.org/site/Donation2?df\\_id=8850&mfc\\_pref=T&8850.donation=form1](https://secure.wildearthguardians.org/site/Donation2?df_id=8850&mfc_pref=T&8850.donation=form1)

**Add Image**

Path:

Maintain the image width / height aspect ratio

Navigate to the link below when user clicks the image

Show the image below when hovering over the image

Display the image in a popover, use the image below as button

Click OK to return to Three Ways to Give page.

You will be prompted to “Draw an area where you would like your image to appear”.

Guardians' work long into the future!  
We are truly grateful to have 55 Aldo Leopold Society members that we know of, and we thank these loyal champions of Guardians' long-term success! In 2021, we received three estate gifts from generous legacy donors that helped us launch into another successful year of protecting the wild.

Guardians, visit the "Legacy Giving" page of our website or contact Kevin Gaither-Banchoff at kevin@earthguardians.org or at (520) 869-4673. Together, we can ensure that our rivers, native wildlife, and world-class wildlands are protected and secured!

The diagram 'Three Ways to Give' is structured as follows:

- Give Regularly** (represented by an alarm clock icon) has three arrows pointing downwards to three separate areas.
- Give Now** (represented by a hand icon) has three arrows pointing downwards to:
  - Cash or stocks** (represented by a money bag icon)
  - Merchandise or services** (represented by a red shopping bag icon)
  - Host an event** (represented by a purple oval icon)
- Leave a Legacy** (represented by a house icon) has two arrows pointing downwards to:
  - Real estate** (represented by a house icon)
  - Estate planning** (represented by a document icon)

Additional elements in the diagram include a 'Donate Now!' button and a 'Click here to become a Monthly Donor' button. The diagram is overlaid on a screenshot of a page editor with an 'Editor Navigation' window showing '11 of 12' and an 'Exit Page Editor' button.

Repeat the process for the Wild Bunch image and link (below).

[https://secure.wildearthguardians.org/site/Donation2?df\\_id=8908&mfc\\_pref=T&8908.donation=form1](https://secure.wildearthguardians.org/site/Donation2?df_id=8908&mfc_pref=T&8908.donation=form1)

The diagram 'Three Ways to Give' is structured as follows:

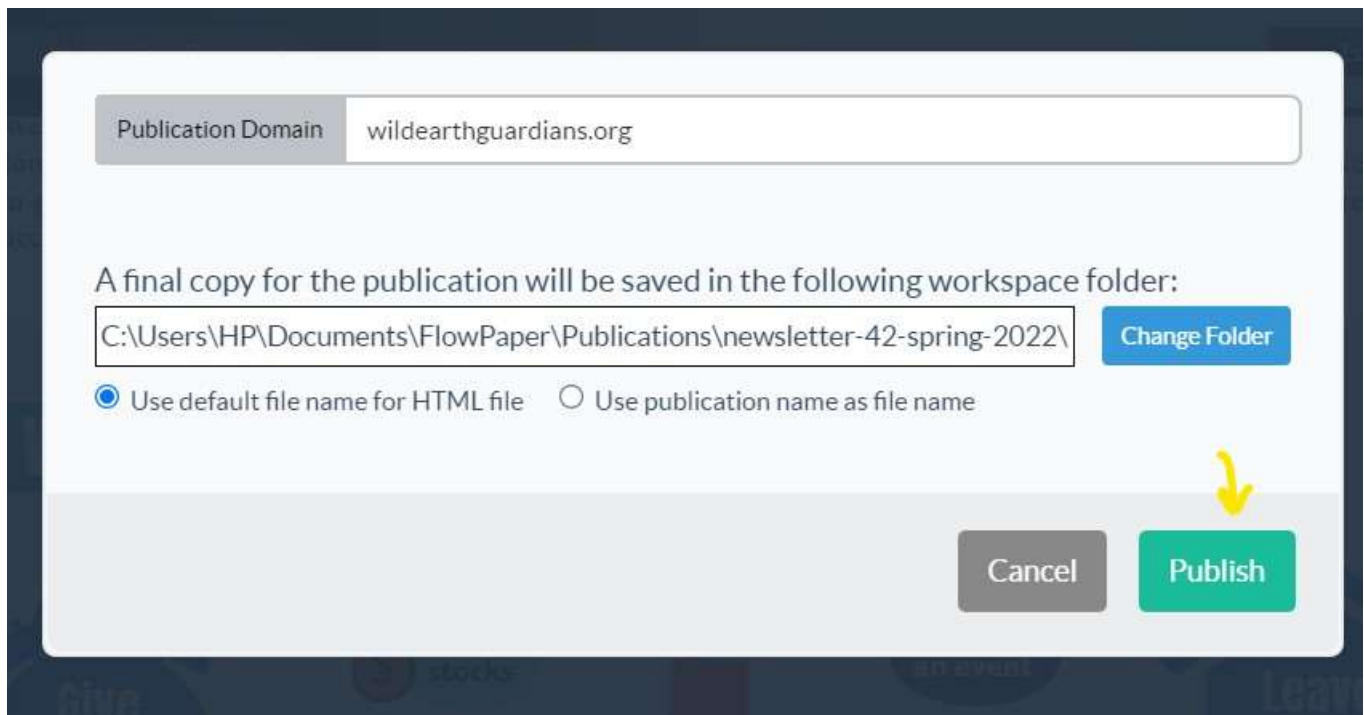
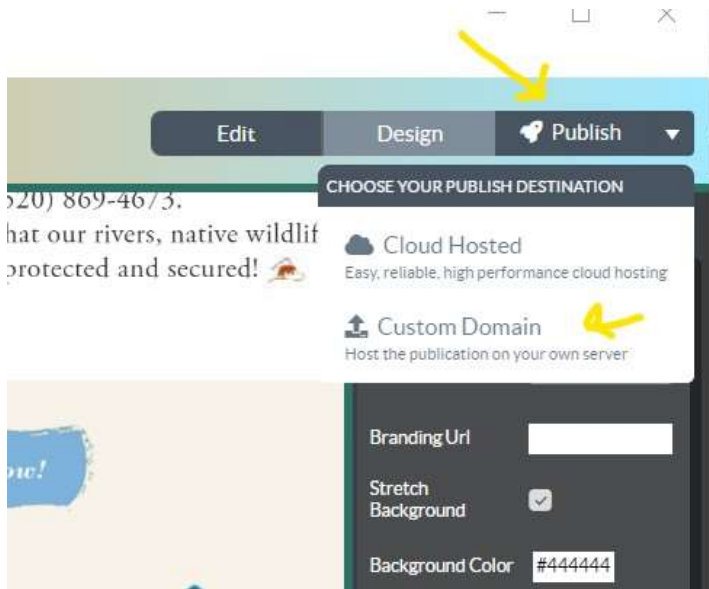
- Give Regularly** (represented by an alarm clock icon) has three arrows pointing downwards to:
  - Volunteer** (represented by a group of hands icon)
  - Monthly giving** (represented by a calendar icon)
  - Click here to become a Monthly Donor** (represented by a green button icon)
- Give Now** (represented by a hand icon) has three arrows pointing downwards to:
  - Cash or stocks** (represented by a money bag icon)
  - Merchandise or services** (represented by a red shopping bag icon)
  - Host an event** (represented by a purple oval icon)
- Leave a Legacy** (represented by a house icon) has two arrows pointing downwards to:
  - Real estate** (represented by a house icon)
  - Estate planning** (represented by a document icon)

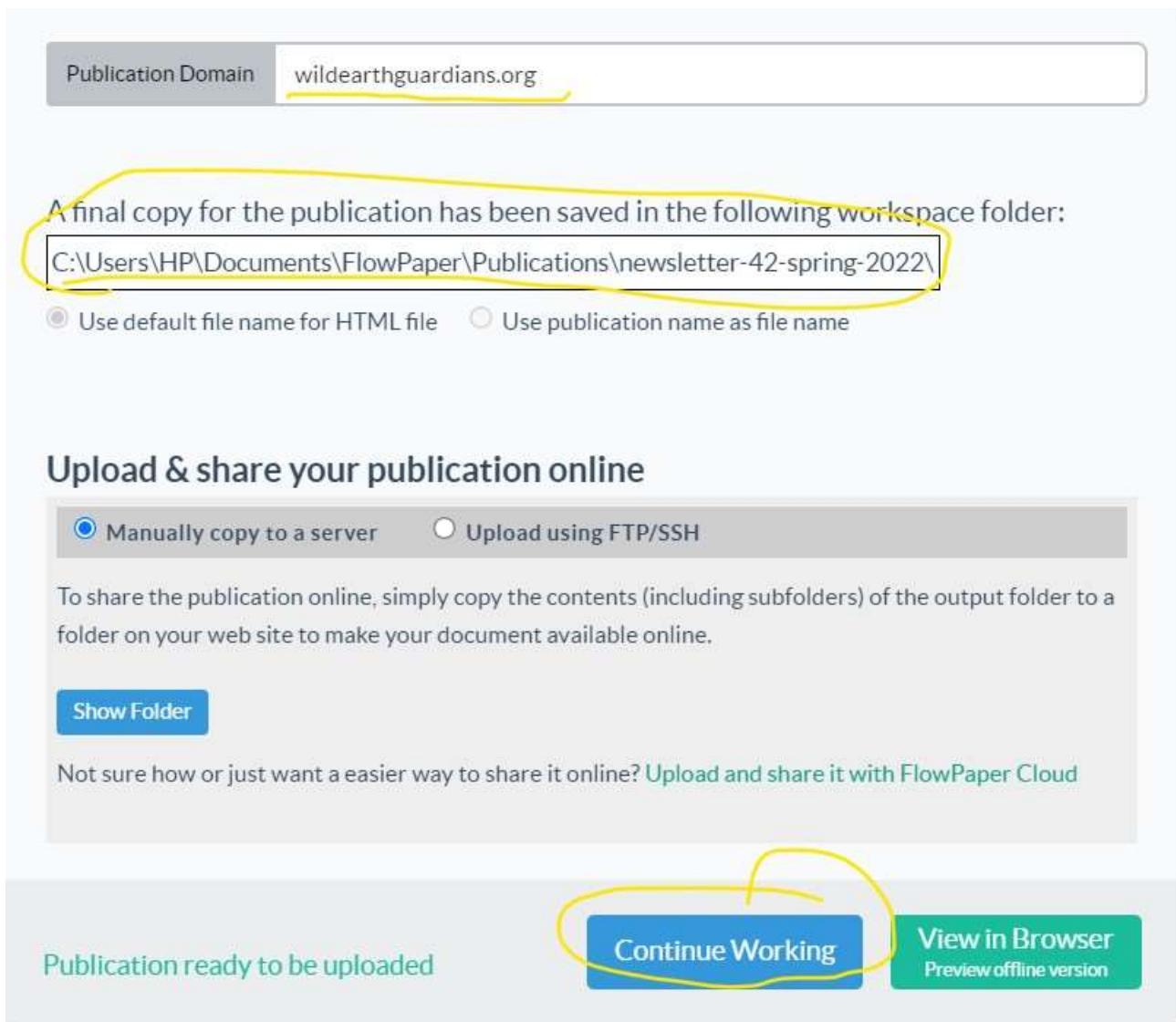
Additional elements in the diagram include a 'Donate Now!' button and a 'Other ideas? Call us!' button. The diagram is overlaid on a screenshot of a page editor with an 'Editor Navigation' window showing '11 of 12' and an 'Exit Page Editor' button.

For more information contact

Exit the page editor using the button in the Editor Navigation. You can test the links by clicking on the buttons just added while still in the FlowPaper Desktop Publisher.

Click the Publish button and select Custom Domain.





Make note of where the final copy of the newsletter is saved on your computer. You will copy the newsletter from that folder to the ftp server. Click Continue Working.

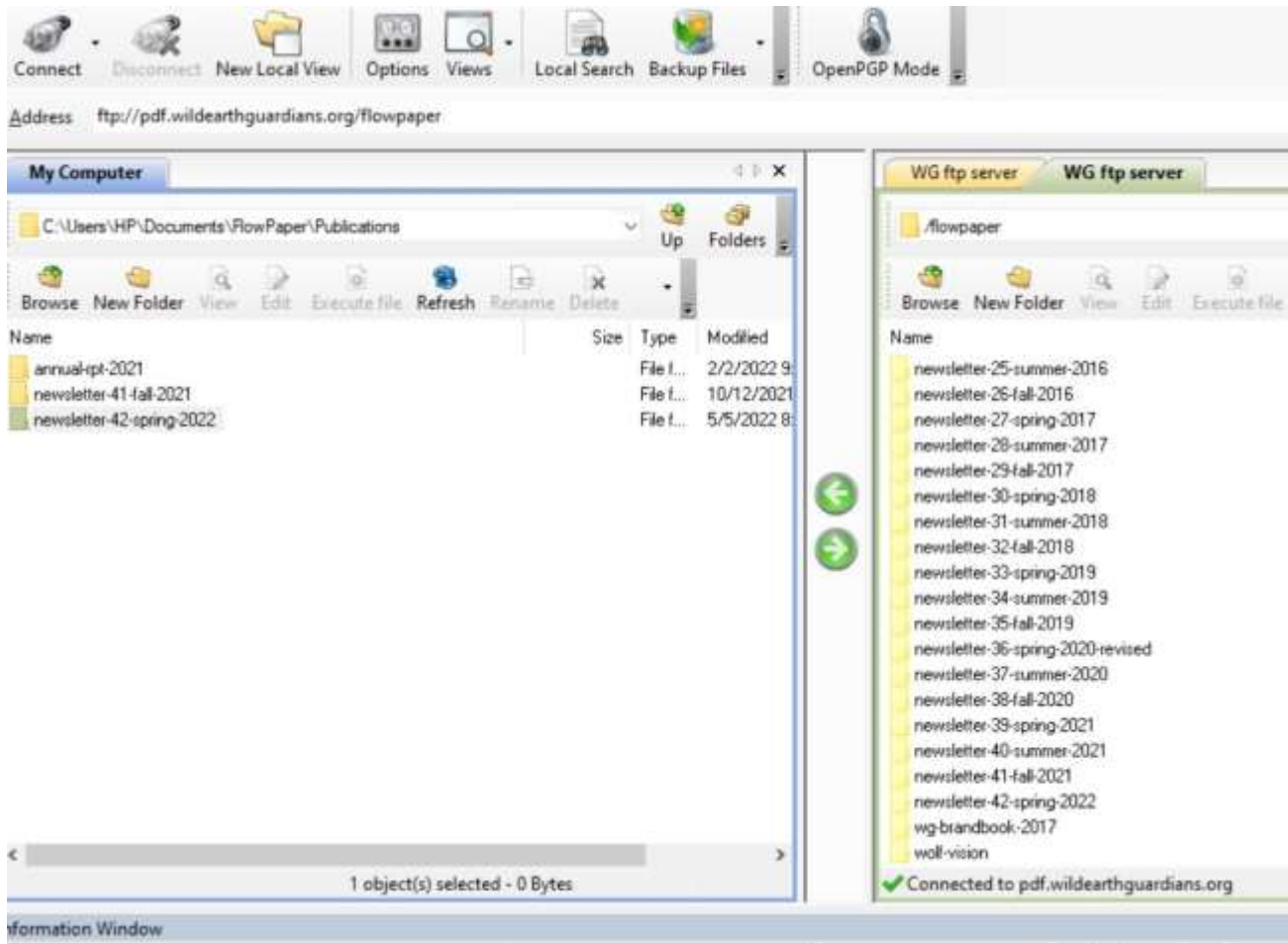
You are finished with the FlowPaper Desktop Publisher. Click Close Document to return to the Dashboard or X to close the program





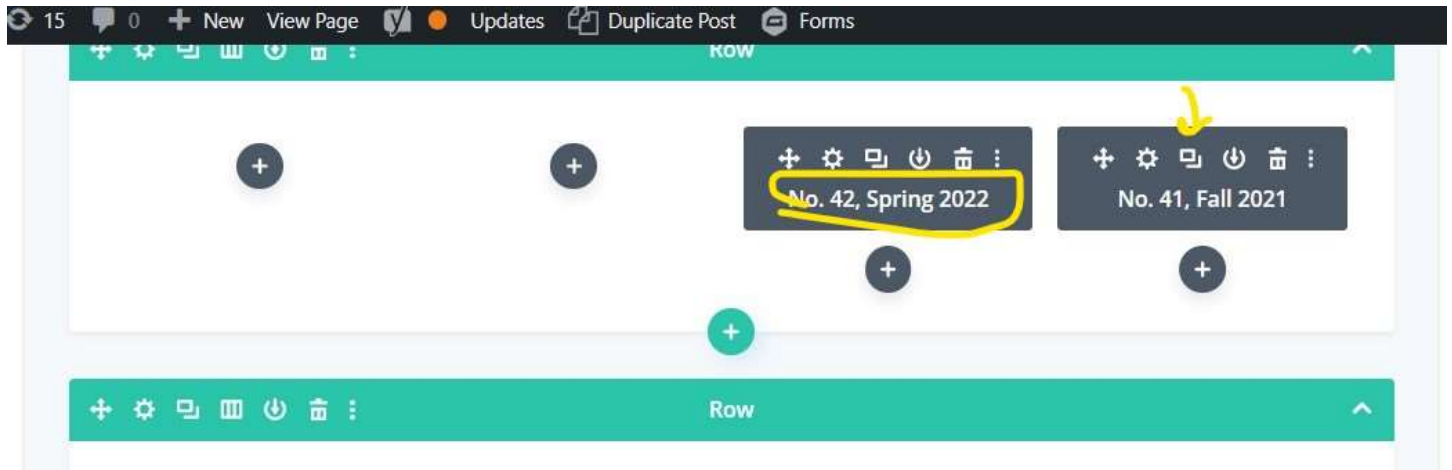
## Load flipbook to ftp server.

Open ftp transfer software. Log into the ftp server <ftp://pdf.wildearthguardians.org/>. Copy the entire folder for the newsletter to the server. Close the ftp transfer software when the transfer is complete.



## Link FlowPaper flip book in WordPress

Log into WordPress. Select All Pages. Search for Newsletter. Edit the Newsletters page. Duplicate previous module. Move it to next position. Change text in the module to the new newsletter name. Click gear to edit the module.



Use the previously saved URL for the cover image to replace the cover URL of the previous newsletter. Change the number, season and year for the newsletter every place they appear. Preview until good. Update.

### Text Settings

Preset: Default

Content Design Advanced

Search Options + Filter

#### Text

Body

**ADD MEDIA** **FIELDS AND VIEWS** **ADD FORM**

Visual **Text**

```
<p><a href="https://pdf.wildearthguardians.org/flowpaper/newsletter-41-fall-2021/" target="_blank" rel="noopener noreferrer"></a></p>
<h5 style="text-align: center;">Fall 2021</h5>
<p style="text-align: center;"><a href="https://pdf.wildearthguardians.org/flowpaper/newsletter-41-fall-2021/" target="_blank" rel="noopener noreferrer">View full screen</a></p>
```

Link

✕ ↶ ↷ ✓