

Section 7 – Publicity

In this section

- 1. Website Instruction – National Grange websites for each Grange**

The National Grange provides each Grange a basic WordPress website free of charge. This document is a guide on how to use your website and how to amend pages. You will need to contact the National Grange IT Director at swilkins@nationalgrange.org to receive your initial username and password.
- 2. Website/Facebook Code of Conduct**

This outlines the policy set by the National Grange Executive Committee for the conduct of official Grange websites and social media pages.
- 3. Setting up a Grange email**

Step by step instructions for setting up a free gmail account in the name of your Grange.
- 4. Social Media Orientation Kit**

An introductory kit for creating profiles on social media and making your first post. Each platform changes on a regular basis, so specific steps may not always be correct, but the general outline for creating a social media profile will stay the same.
- 5. Communications Workbook for Granges**

A template for documenting your Grange history. Each Grange should have a short history that they can use as part of a website or for publicity. Template helps to keep your history updated as new significant events unfold.
- 6. Press Releases – Best Practices**

Tips for creating a good press release, including a OSG boilerplate message to end with.
- 7. OSG Bulletin Information, including publication schedule**

Tips for submitting an article for the Grange Bulletin. Information on submitting photos including size restrictions. Also a publication and theme schedule is included.