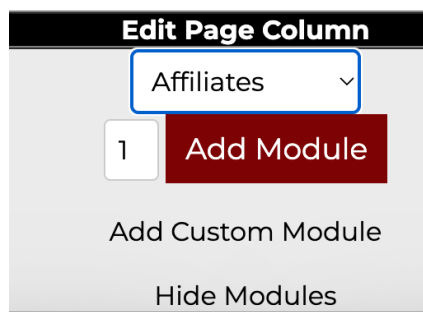


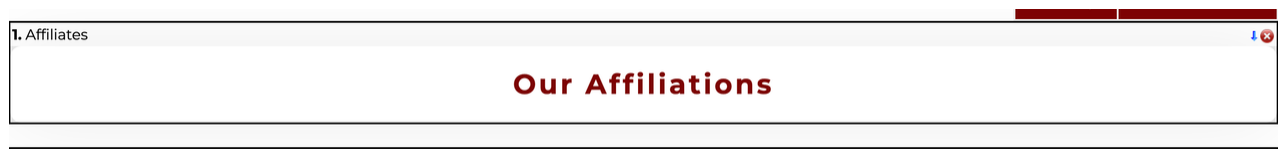
# Affiliates, Important Links, and action center modules

## Affiliates List Modules

The Affiliates List module in the UnionActive system allows you to display a list of affiliated councils or organizations on your website. This can be a great way to showcase partnerships and provide members with easy access to information about these affiliates.



The Affiliates List module is a module that can be used on any page, or can be linked to directly. To add it to a page go to Add Module and select Affiliates. This will add a box to the page titled “Our Affiliations” and list the affiliates.



### **Affiliates Module**



▶ Edit the Affiliates Module

To add affiliates, go to the Admin section and Content and select the Affiliates Module.

Fill out the title, image, URL, and order that you would like affiliate to appear in and select Save New Affiliate. If you select an image the affiliate module will only show the image and not the title, but if you do not select an image the title will be displayed.

Editing the affiliates list module in the admin area automatically updates the Our Affiliations module on all pages where it exists.

## Affiliates List

### Add New Affiliate

**Enter Affiliate Title** (ex. National AFL-CIO)

**Upload Image Link** (optional)

**Enter Link URL** (ex. <https://www.aflcio.org>)

**Enter Affiliate Order Number**

(ex. 4)

 Cut2\_Mercury.svg

### Current Affiliates

# Our Affiliations

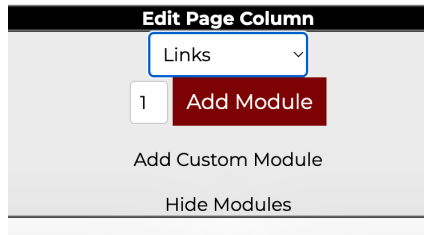


Second affiliate

## Important Links Modules

The Important Links Module in the UnionActive platform is designed to provide quick access to essential links for your members. It is added to the site in the same

way as the Affiliate module and creates a Links module on the page.



#### Important Links Module



► Edit the Important Links Module

To add links, go to the Admin section and Content and select the Important Links Module.

Fill out the title, image, URL, and order that you would like affiliate to appear in and select Save New Link. If you select an image the affiliate module will only show the image and not the title, but if you do not select an image the title will be displayed.

## Important Links

### Add New Link

**Enter Link Title** (ex. National AFL-CIO)

**Upload Image Link** (optional)

**Enter Link URL** (ex. www.afl-cio.org)

**Enter Link Order Number**  
(ex. 4)

### Current Links

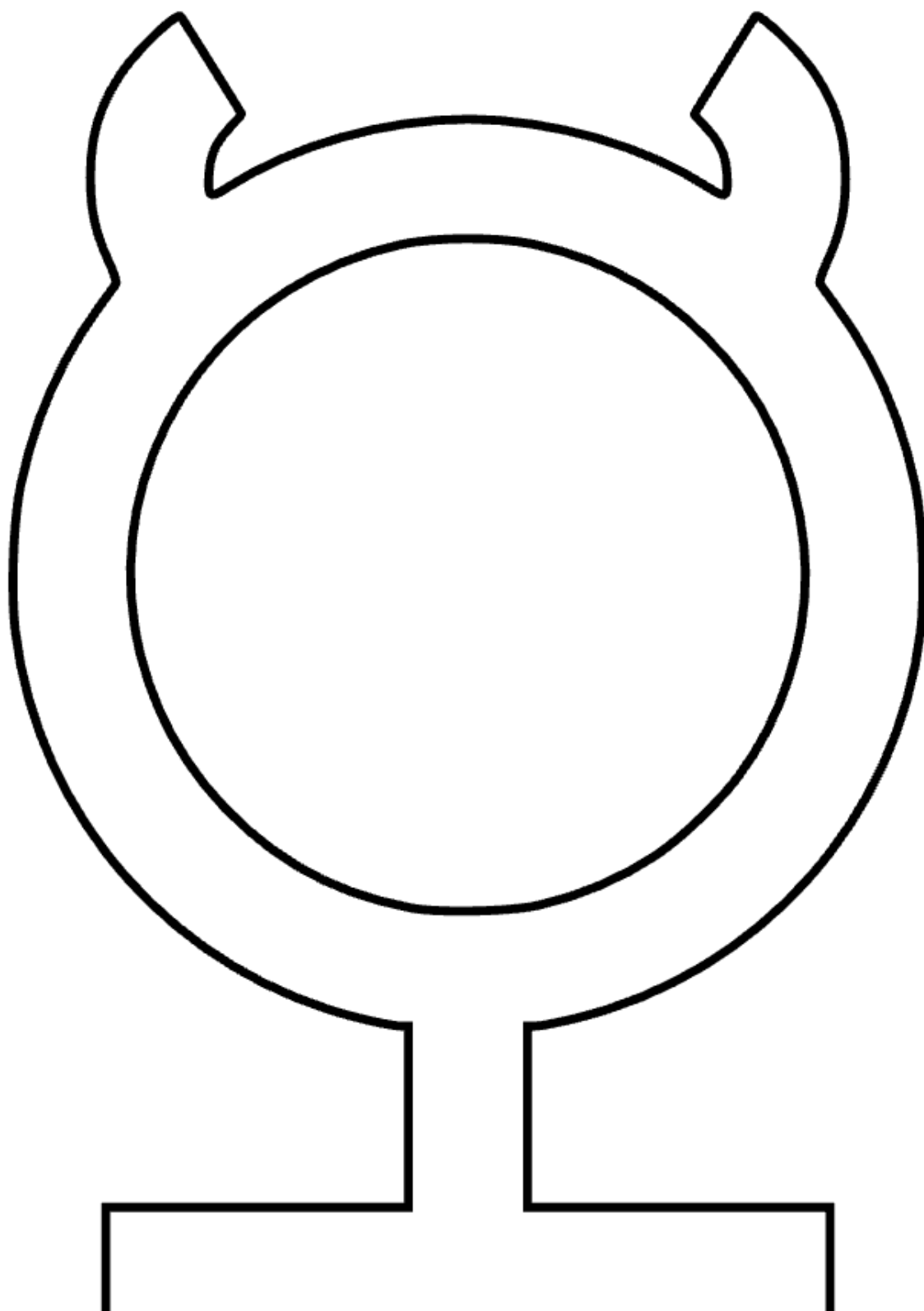
Link 1

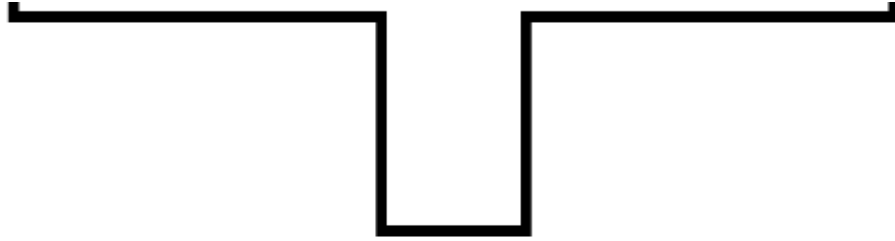
Choose File Cut2\_Mercury.svg

http://

Save New Link

# Links





## Link 2

Editing the Important Links module in the admin area automatically updates the Links module on all pages where it exists. You can always edit or remove links by returning to the Important Links module in the admin area.

If you want a horizontal version of the Important Links module, consider creating a Custom Module using the “Add Custom Module” option.

## Action Center Modules

The Action Center Module in the UnionActive platform is designed to provide a centralized location for important updates, announcements, and actions that members need to be aware of. It is added to the site in the same way as the Affiliate module and creates a Take Action module on the page.



### Action Center Module



► Edit the Action Center Module

To add actions, go to the Admin section and Content and select the Action Center Module.

Fill out the title, image, URL, short description, and order that you would like action to appear in and select Save New Action Center Item.

If you select an image the action center

### Add New Item

#### Enter Title

Please take action

The title will appear as the link in the action center box.

#### Upload Image Link (optional)

Choose File No file chosen

#### Enter URL

https://www.youtube.c

Example http://www.unionactive.com

#### Enter Short Description

Call your senator

Optional. The short description will appear below the title

#### Enter Order Number

The order number will determine the listing order in the

Save New Action Center Item

module will only show the image and not the title, but if you do not select an image the title will be displayed.

## Take Action



Editing the Action Center module in the admin area automatically updates the Links module on all pages where it exists. You can always edit or remove links by returning to the Action Center module in the admin area.