

Poll Administration

The **Poll Admin** tool, available from the Website Administration main menu, allows you to create, edit or remove a reader poll from your website.

After opening the Poll Admin tool, you will see something like this:

Saline Voice's Polls

Your Current Poll is set to:

At present, regardless of what a person does to an animal, he can be charged with no more than a misdemeanor. Should Arkansas have a felony animal-cruelty law, which clearly exempts "normal agricultural practices?"

Administrate Polls

Add Polls

Your **current poll question**, if one is active on your site, is shown in the large text box.

The **Administrate Polls** button is used for editing or deleting polls that already exist.

The **Add Polls** button is used to create new polls.

Poll Overview

Polls appear as a small window in your website's lefthand navigation menu, with a question and set of possible responses. When a user selects a response and clicks **Vote**, she is taken to a page showing the poll's results. A user cannot vote more than once on the same question (this is determined by their IP address).

Poll

Should more town funds go to arts and culture groups?

Yes

No

Vote

Poll Answer	Votes	Percent of votes
Yes	16	24%
No	51	76%

[Comments](#)

Readers can click the **Comments** button to send an email to the same address that receives your subscription orders, as defined in the **Paid Subscriber Info** screen.

Creating a new poll

Click the **Add Poll** button. The next screen provides blank fields for you to enter the poll question and up to five responses (more can be added later in the process). Fill in the fields and click **Add my poll**.

Note: Only one poll can be active at a time. If the site already has a poll, it will be automatically archived when you create a new one. It is possible to reinstate an old poll (see **Editing a poll**).

Add A Poll

Adding a new poll to your Our-hometown site is simple and easy.
Just fill out this form and follow the instructions on the next page.

Poll Question and Answers

Poll Question:

Poll Answers or Choices

These answers are the options users will vote on. We are presenting 5 choices for now, you can add more (if you want more than five) later in the process.

Choice#1
Choice#2
Choice#3
Choice#4
Choice#5

Custom Color your Poll:
Foreground: #000000
Background: #ffffff

Add my poll **Clear form**

Color controls

Colors

A poll has two colors -- Foreground (text) and background -- which are controlled by hexadecimal (6 digit) codes. By default, a poll will have black text against a white background. To customize, you will need to enter the six-digit code of your desired color.

The chart to the right shows some common color codes. Many more can be found here:

<http://www.techbomb.com/websafe/>

Common Color Codes

Black	#000000
White	#FFFFFF
Red	#FF0000
Green	#00FF00
Blue	#0000FF
Yellow	#FFFF00
Cyan	#00FFFF
Magenta	#FF00FF

Editing a Poll

From the main menu, click **Administrare Polls**. You will see a list of all the polls created, with the active one on top and older ones below. Click the **Edit** button next to the poll you want to edit. You will then see a screen like this:

Administrare Polls

Edit my Poll:

Poll Question: This poll is being displayed.

At present, regardless of what a person does to an animal, he can be charg

Keep my poll from being displayed: Yes No

Foreground: # 000000 Background: # ffff

Poll Answers or Choices	Count	
Ans #1 Yes	149	<input type="button" value="Update"/> <input type="button" value="Delete"/>
Ans #2 No	44	<input type="button" value="Update"/> <input type="button" value="Delete"/>
New:		<input type="button" value="Add"/>

If this poll is not being displayed on your site, check above to make sure it's "being displayed", then check to make sure that this code is entered into a button (on Site Layout). If it is not, create a new button and make this the first text box. `<SCRIPT LANGUAGE='JavaScript' SRC='/common/poll.js'></SCRIPT>`

Look here to see if the poll is being displayed or not

To **remove the poll from your site**, but to still save a record of it in the poll archives, choose **Yes** under the "Keep my poll from being displayed" option.

Alternately, to **reinstate an older poll**, check the **No** option.

To **delete** the poll entirely, click the **Delete poll** button in the upper right corner.

The poll **colors** can be edited by entering new color codes in the two color fields.

To add an additional response (beyond the initial five choices when creating the poll), type the new response in the **New:** field and click the **Add** button. To **delete** or **edit** an existing response, click the appropriate button to its right.

NOTE: Any changes made to the above items will not be implemented until you click the **Update** button in the upper right corner.

Displaying a poll on your site

If you create a poll for the first time and it does not show up on the site, it probably needs a button to be created for it. A poll button only needs to be created once; it will dynamically update itself if you change the poll question. Also, if no poll question is active, the poll will hide itself.

To access button controls from the Poll Admin page, click the Main Menu link in the upper left and then select **Site Layout** (under the Setup/Admin heading). On the Site Layout page, click **Edit Buttons**.

[Add Button](#) Scroll down to the bottom of the Edit Buttons page, and click **Add Button**. This will open up a new smaller window, seen below.

In the **Description** field, enter the following code (which is also noted on the Administrate Polls page):

```
<SCRIPT LANGUAGE='javaScript' SRC='/common/poll.js'></SCRIPT>
```

Button:	9701
Side Bar:	<input checked="" type="checkbox"/> Tab Bar: <input type="checkbox"/> Top Bar: <input type="checkbox"/>
Description:	<SCRIPT LANGUAGE=<input type="text" value="(Name or Graphic Link)"/></SCRIPT>
Link	<input type="text"/>
Type	Generic_Button
Style	Custom
Align, BackColor, Width	center #fffff
Font Face, Color, Size	None #000000
Font Face, Color, Size	Bold: <input type="checkbox"/> Italic: <input type="checkbox"/>
Priority	29
Page Title	<input type="text"/>
Top of Page	<input type="text"/>
Bottom of Page	<input type="text"/>
Dynamic:	<input type="checkbox"/> Invisible Link: <input checked="" type="checkbox"/> Old: <input type="checkbox"/> Protected: <input checked="" type="checkbox"/>
<input type="button" value="Delete Button..."/>	
<input type="button" value="Save Changes..."/> <input type="button" value="Reset"/>	

Be sure "Side Bar" is checked.

To further modify the look of your poll, the background color of the 'Poll' header can be altered using a 6-digit color code.

The number you put in the Priority form determines where the Poll appears. On the Edit Button page, find the number of the button you want the poll to go **UNDER** and type that number here.

Finally, click **Save Changes** to add the button. The poll will now display on your website.