# **Tutorial**

How to create, edit and publish a Business Legacy Partner landing page, and create a story for the Heritage Honor Roll.

After you have created your Business Legacy Partner landing page, return to your "Welcome Back page" to "Register for Americans All and create a Heritage Honor Roll story for a Business Legacy Partner."



Note: A person, creating either his/her own Americans All membership or acting as an organization's point of contact to create their membership, can publish multiple stories for our Heritage Honor Roll by taking advantage of the opportunity to create the individual or group story in multiple languages. But an organization's point of contact—for either a business or a nonprofit—can only create one Americans All Legacy Partner landing page for each organization. However, that landing page can be published in as many languages as desired. Moreover, a person can be a point of contact for multiple organizations, but each organization must be registered with a separate e-mail address.

Because schools and education organizations receive revenue from Americans All, they are a special category of Legacy Partner. A person or a Business/Nonprofit Legacy Partner can only sponsor one school or education organization, but a school or an education organization can have an unlimited number of sponsors.

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Note: The registration process will be easier and more effective if you create your school Legacy Partner landing page first, and then return to your "Welcome Back" page to Register for Americans All to create a legacy story for the Heritage Honor Roll." The landing page process is shorter, enabling individuals to add their stories to your page while you are creating and publishing your legacy story.

This is a sample "Business Legacy Partner" landing page. When completed, you will be listed on our "Legacy Partner" and "Discounts" pages. The search engine will appear on your landing page as soon as the first story is linked to your page.

# Sample Business Legacy Partner Landing Page

#### Accounting Services

The image you select for your Americans All Legacy Partner page homepage can be color or black and white and is saved full size on our Web site server.

The image must be between 400x400 and 1024x1024 pixels, and the accepted file types are png, gif or jpeg.

Business Legacy Partner are organizations whose missions reinforce our goals of enabling the creation and preservation of legacy stories, acknowledging the contributions of all Americans, supporting students participating in noncurriculum school activities, and raising funds for schools. They can be searched on our Web site by name, language, category and location.

They receive a 6-digit ID Number so their clients, members and staff can register for Americans All.

Business Legacy Partners pay a \$49 fee that is renewable every 6 months. During the pilot phase, they receive a free, three-month trial in the program. For this fee, businesses and professional service providers can:

• Receive free landing pages on our Web site—one for each location and in multiple languages, if desired—to share information about your business or practice

and advertise discounts for current and future Americans All members.

- · Get three additional business accounts at no charge. These can be used for branch offices or to list your business under multiple categories at the same location. Every renewal includes the continuation of the 3 additional business accounts. The additional accounts register by clicking on the "Add My Location" link on their Welcome Back page.
- Host, on your landing page(s), legacy stories that customers have published on our Heritage Honor Roll to provide further exposure for these stories. By doing so, you begin creating or expanding an affinity club for your business or practice.
- · Be listed on both our Discounts page and our Legacy Partner landing page, so Americans All members can identify Business Legacy Partners offering discounts on goods and services.

# Legacy Stories from the Americans All Heritage Honor Roll

Our business/practice is pleased to host and share these legacy stories created by our customers and clients.

Search by:	- Any -	•	and	- Any -		•				
	Language			State						
and							ог			
	Last Name of In	dividua	I	Firs	t Name of Inc	dividual	_	Group name		
									Search	Reset

Maxime "Max" Chalmin [Chalmin Family] (October 7, 1909 - April 30, 1977) Executive Chef /node/548408 My father, Maxime Chalmin, was born in series of "apprenticeship" assignments a States as a cook at the Belgian Pavilion **Read more** 

Stories can be published in any character set

te teens and beyond, and after a in those days, he came to the United

Maxime "Max" Chalmin [Chalmin Family] (October 7, 1909 - April 30, 1977) Chef de Cuisine /node/434148 Mon père Maxime Chalmin, est né à Coulandon, un petit village au Centre de la France, en Octobre, 1909. Après sa scolarité et plusieurs filaments comme apprenti (comme cela se faisait à l'époque) il se dirige vers le métier de la restauration et il arrive aux Etats Unis en 1939 comme cuisinier au pavillon Belge de l'Exposition Internationale. Read more

# The individual completing this form becomes the Business Legacy Partner's point of contact.



# Americans All®

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# Create Business Legacy Partner

An asterisk (\*) indicates a required field.

<u>Click here</u> for step-by-step instructions on "How to Create Your Business Legacy Partner Landing Page." You may want to print these instructions for future reference.

Your Legacy Partner name will be listed alphabetically by the first word in the field. If the name is The Johnson Company, enter it as Johnson Company, The, unless you want it to appear under the letter "T" and not the letter "J." If the legal name contains the word "The," then enter it as The Johnson Company. However, your name can be searched by any word in the field, even if it is hyphenated.

**Business or Practice ID Number** 

You will receive an ID Number once this form is completed.

# Categories

<u> </u>	None	_
----------	------	---



The categories appearing in this field are the most common ones used to describe businesses and service providers. If you want to recommend an additional category, **contact us** and enter "Category" in the e-mail subject line. We will notify you if we can add your recommended category to our database.

Contact Information\* (See page 5)

Business or Practice Description\* (See page 6)

Legacy Partner Image (See page 6)

ID Number of Sponsored School or Education Organization\* (See page 7)

Create My Business Membership\*(Free for three months)

An individual must be registered with Americans All to become a Business Legacy Partner point of contact. There is no cost for an individual to register, and Americans All does not share or publish point-of-contact information.

For continuity, the point of contact should be a permanent member or employee because he or she is the only person who can create a Legacy Partner's Americans All landing page. In addition, he or she is able to manage and update the landing page.

Please complete the form to become the point of contact for your group or organization. We have placed an asterisk (\*) following the title of a box or field that must be filled in.

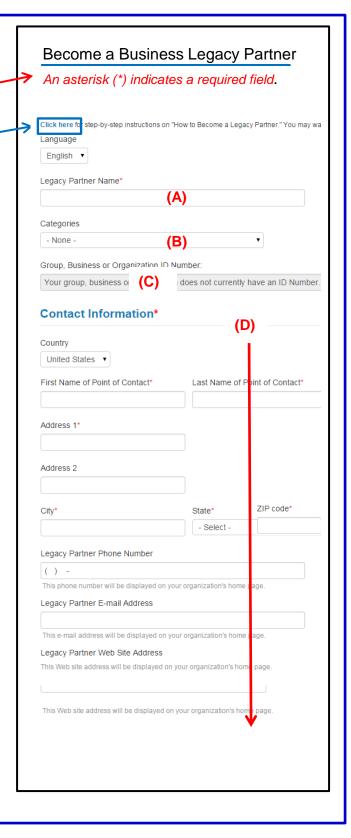
A link is provided for step-by-step instructions on "How to Become a Legacy Partner." You may want to print these instructions for future reference.

Enter your Business Legacy Partner name in this field (A). Your Business Legacy Partner name will be listed alphabetically by the first word in the field. If the name is The Johnson Company, enter it as Johnson Company, The, unless you want it to appear under the letter "T" and not the letter "J." If the legal name contains the word "The," then enter it as The Johnson Company. However, your name can be searched by any word in the field, even if it is hyphenated.

The categories appearing in this field (B) are the most common ones used to describe businesses and service providers. If you want to recommend an additional category, contact us and enter "Category" in the e-mail subject line. We will notify you if we can add your recommended category to our database.

Your Americans All ID number (C) will be provided once you become a Business Legacy Partner.

Enter the mailing address and other contact information in these fields (D).



Enter information on your business or practice (E). Please limit your description to 300 words or approximately 2,250 characters, including spaces. If you exceed this limit, you will receive an error message when you click on "Publish." This description can be updated at any time, for free.

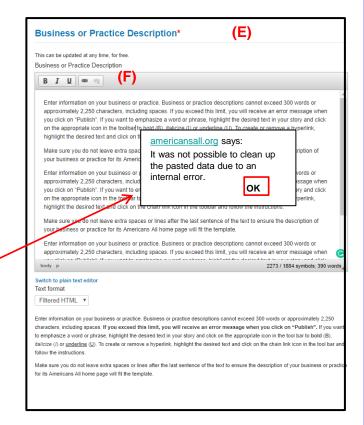
If you want to emphasize a word or phrase, highlight the desired text in your story and click on the appropriate icon in the tool bar to **bold** (**B**), *italicize* (*I*) or <u>underline</u> (<u>U</u>) (**F**). To create or remove a hyperlink, highlight the desired text and click on the chain link icon in the tool bar and follow the instructions.

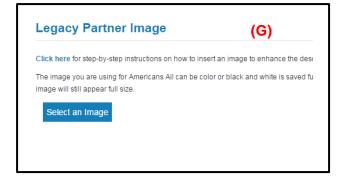
Note: Depending on how your browser is configured, you may see this error message if you cut and paste your honoree's legacy story into the template: "It was not possible to clean up the pasted data due to an internal error." Just click on **OK** and your text will appear as you typed it. Or it may ask if you want to have it cleaned up before continuing. Just click **OK**.

Make sure you do not leave extra spaces or lines after the last sentence of the text to ensure the description of your business or practice for its Americans All landing page will fit in the template.

Step-by-step instructions on how to insert an image (G) to enhance the description of your business or practice are provided in a separate tutorial. The image you are using for your Legacy Partner landing page on Americans All can be color or black and white and is saved full size on our Web site server.

Until you select "Publish," your cropped image will still appear full size.





Insert the 6-digit ID Number of the school or education organization you want to sponsor, **(H)** and we will notify the school of your support. If you do not know its ID Number, click <u>here</u> for a list of all schools in our database

If a school or an education organization is not listed, please contact it to register for Americans All. In either case, we will process your registration, credit the school with your gift, and put the funds in its account once it has registered.

If you cannot decide on a school or an education organization to sponsor, select a county in your state to receive your gift. (I) [We create a database for each state that supports the program and this includes a list of all the counties in each state.

If you do not insert either the ID Number or the State/ county, you will get an error message instructing you to do so.

You can change the beneficiary of your gift at any time by logging into your account and replacing the 6-digit ID Number or the state and county. The change will become effective after you have logged out. Make sure you select "Publish" at the bottom of the template or your changes will be lost.

# ID Number of Sponsored School or Education Organization\*

Insert the 6-digit ID Number of the school or education organization you want to sponsor, and we will notify the school of your support. If you do not know its ID Number, click <a href="here">here</a> for a list of all schools in our database. If a school or an education organization is not listed, please contact it to register for Americans All. In either case, we will process your registration, credit the school with your gift, and put the funds in its account once it has registered.

Insert either the 6-digit ID Number of the school you want to sponsor or choose a county in your state to receive your gift\*.

ID Number of Sponsored School or Education Org.



If you cannot decide on a school or an education organization to sponsor, select a county in your state to receive your gift.

State, Commonwealth, District, Territory:

- None -	V	
4		

Select a county: (I)



You can change the beneficiary of your gift at any time by logging into your account and replacing the 6-digit ID Number or the state and county. The change will become effective after you have logged out. Make sure you select "Publish" at the bottom of the template or your changes will be lost.

# Fill in the "Billing Information" (1) and select "Continue to next step." (2)



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# Checkout

#### **Product**

Americans All 6-Mo Business Registrat

Gift Coupons for H Honor Roll Legacy

Businesses are given a free, three-month trial during the pilot phase. The "checkout" page will not appear until the pilot phase is completed.

**Total** 

\$49.00

\$49.00

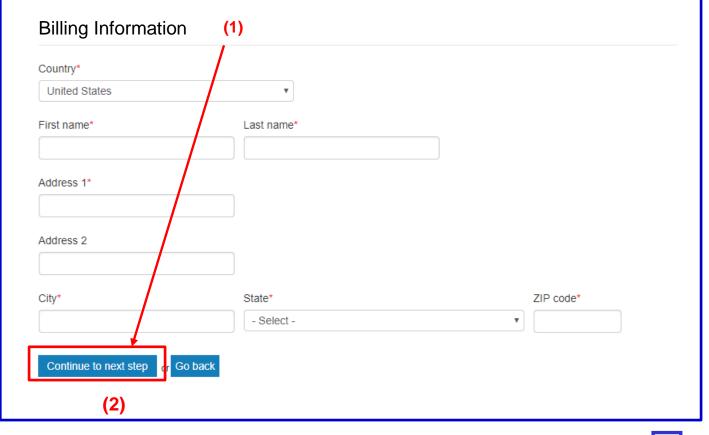
\$98.00

-\$49.00

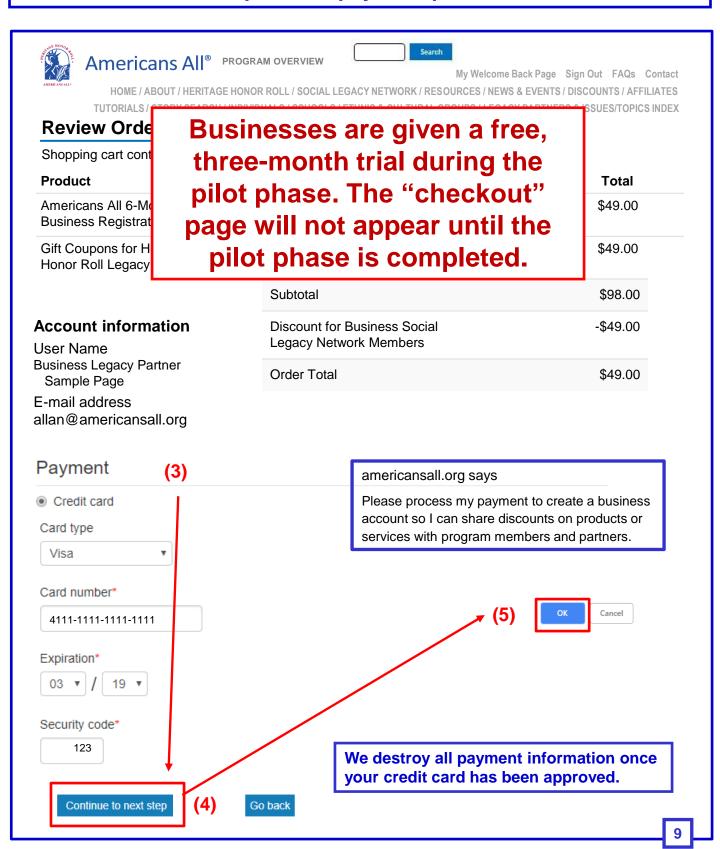
Legacy Network Members

Order Total

\$49.00



Fill in the "Payment" section (3) and select "Continue to next step" (4). When the "Pop-up" appears, click on "OK" (5) to complete the payment process.



# Here is information on how to create your stories for the Heritage Honor Roll.



## Americans All PROGRAM OVERV

Search
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# **Checkout Complete**

Now that you have set up your Legacy Partner landing page, you can become a free lifetime member of Americans All through your point of contact (poc) and create your story(s) for the Heritage Honor Roll. One could be on your founder and the other can more fully describe the organization itself. Research has shown that businesses benefit from storytelling because stories directly impact emotions, and emotions rather than data change behavior and frequently determine decisions to buy. Good storytelling builds trust and connections. It influences people to believe in the products upon which they depend every day and encourages them to become more active customers and clients.

Your Americans All membership also gives your point of contact a three-month free trial in our Social Legacy Network. This enables you, through your poc to receive discounts on goods and services from other business partners. Partner membership account differs from your business account; the landing page and the story will have different ID Numbers. Since the Heritage Honor Roll is only for individuals, you are joining through your poc contact and he/she can access discounts for your business or practice from other Legacy Partners on your behalf.

We are currently updating the registration process for the Heritage Honor Roll. It was created in 2011. (Think about using a cell phone or computer today that was built in 2011, using the technology of that time.) Because of that inconvenience, we have waived your membership fee for three months and this will help you plan on the most effective way to use Americans All to increase your traffic.

Once the upgrade is completed, using current technology, and security updates, and is compatible with modern software, we will contact you. In the interim, you can decide on which school to support. If there is more than one school in your area, you can make your membership fee (77 percent of which goes to a school) to the school district.

Click on the "My Welcome Back Page" at the top of this page to continue accessing program benefits.

# You will receive an email from Americans All confirming your registration.

Thank you for setting up your Americans All Business Legacy Partner account. You can use your Business landing page—created in multiple languages, if desired—to describe your business or practice, and list the discounts you are offering to Americans All program members and other Legacy Partners. Your account will also appear on our "Discounts" landing page, which like your own landing page(s), can be updated for free at any time. By encouraging your clients and customers to add their stories to your landing page, you can begin to create or expand a loyalty club for your business or practice. In addition, by supporting your staff to add their personal stories, your clients or customers can learn more about the individuals interacting with them when they frequent your business or practice.

# Click on this link to Download Legacy Partner Alliance membership materials. (6)

(6)



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# Welcome Back

#### Allan Kullen

#### Edit my user account

Register an Individual for Americans All, includes a free, three-month subscription in the Social Legacy Network

Download Social Legacy Network membership materials

Create a legacy story for the Heritage Honor Roll View tutorials to help create and enhance a Heritage Honor Roll legacy story

Join the Social Legacy Network after the free trial has expired

Download Legacy Partner Alliance Membership materials

Links to Additional Information and Benefits

#### Heritage Honor Roll Legacy Story, Individuals or Groups

Individuals or Groups become lifetime members of Americans All for free. A main benefit of membership is the ability to create and publish two stories in English—and as many as desired in multiple languages—for our Heritage Honor Roll. You will also receive a one-year free trial subscription in our Social Legacy Network (students keep their free trial until their class graduates). Your subscription enables you to receive discounts on goods and services from our program's business partners.

Americans All members will find it easy to start creating their legacy stories. Our template only requires individuals to fill in the honoree's name, date of birth (and date of passing, if appropriate) and a summary not ....

#### **Businesses and Nonprofit Legacy Partners**

Name	Published Status	Actions
Business Legacy Partner	Yes	Edit my Legacy Partner landing
English version		page.
/node/123456		Create a Legacy Partner landing
		page in an additional language.

# **Download Customized Legacy Partner Alliance Membership Materials**

Click here to download your customized Legacy Partner Alliance membership 4" x 5" poster.

Click here to download your customized Legacy Partner Alliance membership 5" x 7" poster.

Click here to download your customized Legacy Partner Alliance membership 8½" x 11" poster.

Click here to download your customized Legacy Partner Alliance membership 11" x 17" poster.

Click here to download your customized Legacy Partner Alliance membership







# Click here to "Edit My Legacy Partner landing page." (7)



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Download Legacy Partner Alliance Membership materials

#### Links to Additional Information and Benefits

Find a school ID Number
View registrations by state and Zip
Code

View the Americans All background resources

Access the Homeschool Resource Center

Invite friends, associates, groups and organizations to learn about Americans All

Download Legacy Partner Alliance Membership materials

Links to new program benefits will be added to this list when they are developed or acquired.

#### Heritage Honor Roll Legacy Story, Individuals or Groups

Individuals or Groups become lifetime members of Americans All for free. A main benefit of membership is the ability to create and publish two stories in Eng ish—and as many as desired in multiple languages—for our Heritage Honor Rol. You will also receive a one-year free trial subscription in our Social Legacy Network (students keep their free trial until their class graduates). Your subscription enables you to receive discounts on goods and services from our program's business partners.

Americans All members will find it easy to start creating their legacy stories. Our template only requires individuals to fill in the honoree's name, date of birth (and date of passing, if appropriate) and a summary not to exceed 60 words. Legacy story text, hyperlinks, photographs, and audio and video media can be added over time. The story can be updated for free and a shortened version can be prihted on an 8½" x 11" template. To ensure privacy, part of the legacy story can be password protected. To provide additional story exposure, members can post it on the landing pages of as many of our Legacy Partners as desired. Where applicable, students can earn service-learning credits by participating in our program.

Americans All members also gain access to our existing background resources, including our ethnic and cultural texts, music publication, and period-specific photographs and posters—all highlighting the activities of groups who helped our nation grow (\$650 value). Moreover, members and their families can main ain their Social Legacy Network program benefits by continuing their subscription, after their free trial ends, for just \$4 per month. This enables them to continue to access to discounts on goods and services offered by our program partners and additional benefits from Americans All. In addition, 77 percent of the gross fee is donated to a school of your choice.

#### **Businesses and Nonprofit Legacy Partners**

Name Published Actions
Status

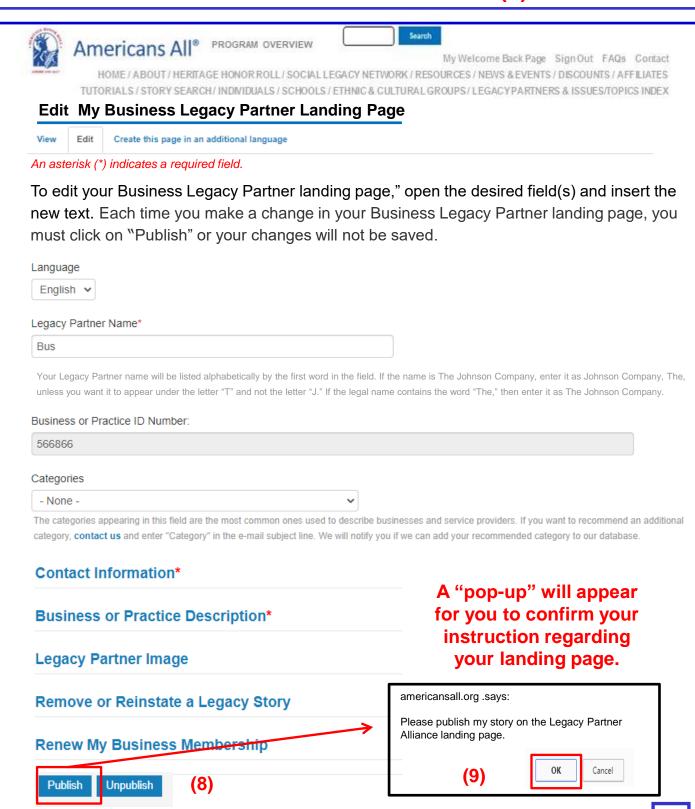
Business Legacy Partner English version /node/123456 Yes

Edit my Legacy Partner landing page.

Create a Legacy Partner landing page in an additional language.

**(7)** 

# To edit, click on the appropriate fields. After your edits have been made, click on "Publish" (8) to save your changes. Then click on OK to continue (9).



# Click on this link to "Create a legacy story for the Heritage Honor Roll." (10)



# Americans All® PROGRAM OVERVIEW

(10)



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**Download Social Legacy Network** membership materials

Create a legacy story for the Heritage Honor Roll

view tutoriais to help create and enhance a Heritage Honor Roll legacy story

Join the Social Legacy Network after the free trial has expired

Download Legacy Partner Alliance Membership materials

#### Links to Additional Information and Benefits

Find a school ID Number View registrations by state and Zip Code

View the Americans All background resources

Access the Homeschool Resource

Invite friends, associates, groups and organizations to learn about Americans All

Download Legacy Partner Alliance Membership materials

Links to new program benefits will be added to this list when they are developed or acquired.

#### Heritage Honor Roll Legacy Story, Individuals or Groups

Individuals or Groups become lifetime members of Americans All for

Click here to create a story for an individual. It can be autobiographical or can honor an individual, a family member, or a pet that has made a difference in your life.

Click here to create a story for a group. It can be one that you are part of or one that you admire."

Americans All members will find it easy to start creating their legacy stories. Our template only requires individuals to fill in the honoree's name, date of birth (and date of passing, if appropriate) and a summary not to exceed 60 Americans All members also gain access to our existing background resources, including our ethnic and cultural . . .

An online legacy story can be created and shared in multiple languages, if desired, and updated at any time, for free. Americans All members will find it easy to start creating their stories. Our template only requires individuals to fill in their name, date of birth (and passing, if appropriate) and a summary not to exceed 60 words. Legacy story text, hyperlinks, photographs, movies and other audio and video media can be added over time, and a shortened version can be printed on an 8½" x 11" template. To ensure privacy, a section of the story can be password protected.

#### **Businesses and Nonprofit Legacy Partners**

Published Name **Actions** Status

Irish Americans; Members of **Ancient Order of Hibernians English version** /node/000002

Yes

Edit my Legacy Partner landing page. Create a Legacy Partner landing page in an additional language.

# **Legacy Story Formats**

#### Sample Heritage Honor Roll story for an individual



"Her name is Ester Baumgartner. Do you know her?" Allan Kullen had posed the question in a broken mixture of Hebrew and English to whoever would listen and could understand him. Allan had met Ester while on an archaeological Alian had met Leiër white on an archeological dig at Massadin in Negori, brasil. All he knew by the time they partied ways was her name and the fact that she was staying in Fa Aviv. So, safter finishing his work, he decided her would be safter finishing his work, he decided by the saft by the fact of the thicknish of the saft of the saft of the relief his billion. It was to play an important role in his fills.









www.americansall.org/node/553341

should.

#### Sample Heritage Honor Roll story for a Group



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Cox-Hyson Home, Smithville, TX Historic Building



Although we are not a whether you want a to

As a Bicentennial gift and through the generosity of Floyd R. "Skip" Hyson and As a Bloentennial gift and through the generosity of Floyd R. "Skip" Hyson and his wife, Lucille, he newly-organized Smithiville Hertage Society received the Cox Hyson house as a permanent home for the Society in 1978. Built in 1908 for John Cox and his wife, Irene Wilkes Cox, the house was the family home of the John Cox family, Following John's untimely death in 1916, the house passed to his wife Irene, then their daughter. Lillian Cox Hyson in 1952. Upon Lillian's death in 1978, the house went hor son, "Skip" Hyson, who then donated the house to the Smithville Heritage Society.

The home is listed on the <u>National Register of Historic Places</u> and has remained mostly unchanged since it was built except for minor interior changes and necessary restoration and maintenance work done by the Heritage Society. It sits in exactly the same location as when built. The wraparound porch and tall ionic columns with decorative corbels remind us of a typical two-story, early

classical in style. It is not "high Victorian," but "transitional", characterized by

vide verandas and wrap ar On the first floor, there is a formal entry, parlor, dining room, bathroom, country kitchen and an enclosed porch, once a sleeping porch. The love

Read More

To view this story, go to americansall.org /node/564977







members' views. Americans All does not vet these stories for accuracy. If you find content or language you deem offensive, please

Example of an 8 1/2" x 11" print version of a Heritage Honor Roll story



A Champion for Social History

Allan Kullen

A llan Kullen was born on February 20, 1942, in Washington, DC, and grew up in the area. His father had unceess in the printing industry, so Allan chose to attend the Cernage I natious of Technology in Pittsburgh, PA, after graduating from high school in 1959. H. graduated from its 5-donol of Frinting Management in 1963.

To gain one twinter training, Allen there retered an AMIA year gas at the University of Culturals, Redeslay, During in first my, is an et an interactive of HIBBS. I home, have of personation the opposed entire of HIBBS. I home, have of personation the opposed entire the Europe, and began patting out a fully narrayment for the eight-day or comply see. He does occepted an interest as a constitute for a printing company in Annetteeds. The Ed. (4, thet than terturing from, he tweeted extens as a constitute for a printing company in Annetteeds. The Ed. (4, thet than terturing form, he tweeted extens a constitute for a printing company in Annetteeds. The Ed. (4, thet than terturing form, he tweeted extens a constitute for a Petricky State of the Company of the Compan

eer as marksting derector for his fasher? spinning film, Kushinan Peses, Inc., When his fasher? s quie ed by a public company, Publisher? o Company, Inc. (Publes), he went to work for Publes, first expectations program and less syinning to publishing devious. (Publes Publes Depair of Al., Alm mer Diase Klinin and they had two chalders, Allison and Todd In 1974. In sequential the sentence of go company and former? Todd Allian Prainting Co. Inc., which he navuid 2013. During that spread, every through internal sales and roll-up sequations of sight and lest films, at its peak exheving and lates and anyloging 177.

at Pubco, he observed that some of its large printing vendors also owned commercial educational he brought that manufacturing stategy to Todd Alba. He set up his own publishing company in the buying a prop on medical The Publishing company in the buying a prop on medical The Publishing companies, which rebased photology plus and tot on the att mining put at entering through Ellis I di and made to our nation? de and opened. At the same time, he that Coordinating Committee for Ellis I disand, a maintary forced natogeth for good to the control of the coordinating the control of the coordination of the coordina

estion from his extensive travels and reinforcing his interest in history. Allen then fromded under of the Prople of America Poundation and bettern to end-evolution original to social makes resourced and makes are social makes and the social makes are social makes and the social makes are social makes and makes and the social makes are proposed to the proplet by a term of orbitals relatly Americans All co-Oul C. Charlespher, More record program components report excellence in social makes increasing acress to high public processor for classrooms and green decentional development.







Once the new website is completed, your page will automatically be available to print out.

The format for this printed version page is being updated. You can still create the page on

the template but it may not print out as it

We are sorry for the inconvenience.

# These are the fields to create your legacy story. Required fields are marked with an (\*).



# Americans All®

PROGRAM OVERVIEW



my vvelcome Back Page Sign Out FAQs Contact

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# Create Legacy Story for an Individual

# [A different template is provided for a Group story]

An asterisk (\*) indicates a required field.

Click here for step-by-step instructions on how to create a legacy story for an individual. You may want to print these instructions for future reference.

Use this template to create your honoree's legacy story in English. Once it is published in the Heritage Honor Roll, use the link under "Actions" on your "Welcome Back" page to "Create a legacy story in an additional language."

By capturing the text in all fields—except "Middle Name" and (Maiden Name)—on this template, our "Search Engine" will make it easier for members to locate your honoree's story. For the listing in Americans All, please add a hyphen if the first or last name has more than one word (e.g., Mary-Ann, Billy-Bob, Smith-Benson). This will enable our "Search Engine" to add the hyphenated words as a single name.

To ensure the legacy stories published on our Heritage Honor Roll do not contain inappropriate language, all text is filtered through a secure, third-party Profanity App. If a word or phrase used in your story is on its "block" list, you will receive an error message at the top of the template when you click on the "Publish My Story" button. If that occurs, replace the word or phrase by using its first and last letters and put an "x" for each letter in between, such as "sxxt" or "fxxk you."

We can override the App's list of blocked words. If you believe the "blocked" word is appropriate, contact us by e-mail. Put the word "Profanity" in the subject line. In the body of the e-mail, identify the "blocked word or phrase" and include the sentence in which it is used. If our editorial board agrees that the word or phrase is appropriate, we will remove the word or phrase from the App's block list and notify you so you can insert the desired word or phrase in your story.

Note: Each time you change your honoree's legacy story, you must click on "Publish My Story" or "Save My Work."

Language

English 🗸

# **Honoree Information\***

# Dates\*

Legacy Story Text and Summary Text\* [If you are not ready to complete your story, put the word "To come" in the text field to activate it.]

**Print Version Headlines** 

**Photographs and Logos** 

**Sponsor Information** 

**Share Your Honoree's Story with Legacy Partners** 

Publish My Story or Save My Work\* [Must be used]

Preview My Story Publish My Story Save My Work

When the pilot program is completed and our updated website is activated, you will be able to access your customized membership cards and posters, and a link to print out your shortened version of your story if you have created one. (11).



# Americans All®

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Search

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# Welcome Back

#### Allan Kullen

(11)

Edit my user account

Download Social Legacy Network membership materials

Join the Social Legacy Network after the free trial has expired

Download Legacy Partner Alliance Membership materials

#### Links to Additional Information and Benefits

Find a school ID Number

View registrations by state and Zip Code

View the Americans All background resources

Access the Homeschool Resource Center

#### Heritage Honor Roll Legacy Story, Individuals or Groups

**Subject of Story** 

Legacy Partner English version /node/000002 Published Status

Yes

**Actions** 

Edit my legacy story.

Create a legacy story in an additional language.

Share my legacy story with a

Legacy Partner

## **Businesses and Nonprofit Legacy Partners**

Name	Published Status	Actions
Legacy Partner	Yes	Edit my Legacy Partner landing
English version		page.
/node/000001		Create a Legacy Partner landing
		page in an additional language.

# **Download Customized Social Legacy Network Membership Materials**

<u>Click here</u> to download your customized Social Legacy Network membership posters.

<u>Click here</u> to download your customized Social Legacy Network membership card.

Click here to download an 8½ " x 11" version of your Heritage Honor Roll legacy story.

(11)

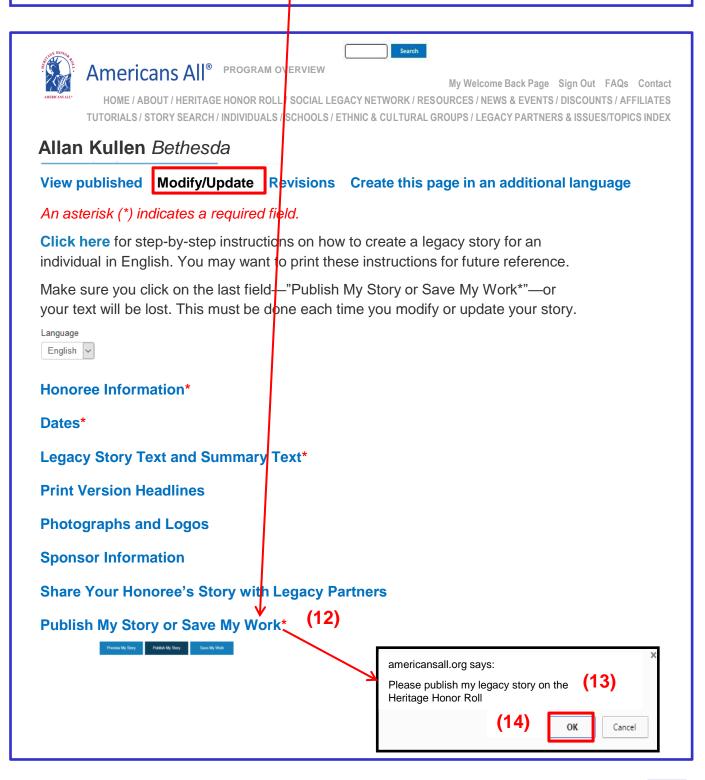






This image will appear after you have created the print version of your legacy story

To "Modify/Update" your legacy story, click on the appropriate fields. After you have made your edits, click on "Publish My Story or Save My Work.\*" (12) A "pop-up" (13) will appear for you to confirm (14) your instruction regarding your story.



The creation process for "Create a Legacy story in an additional language," (see page 21) and "Create a Legacy Partner landing page in an additional language" (see page 22) is the same, and they both use the same language database. (15)



# Americans All® PROGRAM OVERVIEW

Search Search

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#### Welcome Back

#### Allan Kullen

Edit my user account

Download Social Legacy Network membership materials

Join the Social Legacy Network after the free trial has expired

Download Legacy Partner Alliance Membership materials

#### Links to Additional Information and Benefits

Find a school ID Number View registrations by state and Zip Code

View the Americans All background resources

Access the Homeschool Resource Center

Invite friends, associates, groups and organizations to learn about Americans All

Download Legacy Partner Alliance Membership materials

Links to new program benefits will be added to this list when they are developed or acquired.

## Heritage Honor Roll Legacy Story, Individuals or Groups

Subject of Story Published Actions
Status

Irish Americans; Members of Ancient Order of Hibernians English version /node/000006 Yes (15)

Edit my legacy story.

Create a Legacy story in an additional language.

Share my legacy story with a Legacy Partner.

# **Businesses and Nonprofit Legacy Partners**

Name Published Actions
Status

Irish Americans; Members of Ancient Order of Hibernians English version /node/000002 Yes (15)

Edit my Legacy Partner landing page.
Create a Legacy Partner landing page in an

additional language.

Each additional language can only be used one time, except for those languages on the list that have been modified. The same creative process can also be used for both a story and a landing page. See pages 22 and 23. (16)



# Americans All® PROGRAM OVERVIEW

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# Create a legacy story or a landing page in an additional language.

# View published Modify/Update Revisions

Create this page in an additional language

Our Web site displays information in English using a standard Latin charact💅 set. At no additional cost, you can create your honoree's legacy story or a Legacy Partner's landing page in as many additional languages as you desire. However, each additional language cannot be used more than one time, ∮xcept for those languages on the list that have been modified. To help you create either a story or a landing page, we have provided you with a copy of the Englishlanguage version to use as a guide. To create this new version, delete the English-language text and replace it with the new language text. Text and image fields that are not modified will remain the same as in the English-language version.

Similarly, you can post your Heritage Honor Roll stories to as many Legacy Partner landing pages as you desire, but each Legacy Partner landing page cannot accept more than one s**f**ory from each member. Therefore, you must delete the 6-digit number of the landing page you selected for your Engl<mark>i</mark>ch-language-version story from the new "additional language" template. This will not affect the English language veysion being posted to that Legacy Partner landing page.

To help you gain more exposure for your story, you can hyper<mark>/</mark>nk all language-versions of your story to each other, or to the story of another member on our site.

Click here to learn how this can easily be done.

You can create your new story in two ways:

- If you can change your keyboard settings to the desired language, delete the English-language text and replace it with the new language text.
- If you cannot change your keyboard settings prepare your honoree's story in the desired language offline and cut and paste it into the template to replace the English-language text

If you do not find the additional language you desi<mark>/</mark>e listed below, please <u>contact us</u> and put the word "Additional Language" in the subject line.

Note: Many words and expressions do not hav∳ the same meaning in all languages. To ensure your honoree's legacy story or Legacy Partner landing page in the new language carries the same meaning as the English-language version, we advise that you do not rely on an automatic translation app.

Language	Title	Status	Operations
English for second story	n/a	Not translated	Create a translation
Bengali	n/a	Not translated	Create a translation
Chinese, Simplified	n/a	Not translated	Create a translation
English	(16)	Published	edit
French	n/a	Not translated	Create a translation

This is a partial list of available languages. If the language you want to use is not listed, contact us and we will add it to the database.

To create a story in an additional language, click on the appropriate fields. After the edits have been made, click on "Publish My Story or Save My Work.\*" (17) A "pop-up" (18) will show to confirm (19) your instruction regarding your story.



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# Create My Honoree's Story in an Additional Language.

An asterisk (\*) indicates a required field.

Click here for step-by-step instructions on how to create a legacy story for an individual in an additional language. You may want to print these instructions for future reference.

To assist you in creating your honoree's legacy story in an additional language, we have provided you a copy of the English-language version to use as a guide. To create this version of your story, delete the English-language text and replace it with the new language text. If a field is not changed, the data from the English version will remain. Moreover, since Legacy Partner landing pages can only accept one story from each member, delete the 6-digit number of the landing page you selected for your English-languageversion story from this new "additional language template. Your English language version of the story will not be affected.

To help you gain more exposure for your story, you can hyperlink all language-versions of your story to each other, or to the story of another member on our site. Click here to learn how this can easily be done.

**Note:** Each time you change your honoree'≰ legacy story, you must click on "Publish My Story or Save My Work" or your changes will not be saved.

Language

Spanish

**Honoree Information\*** 

Dates\*

Legacy Story Text and Summary Text\*

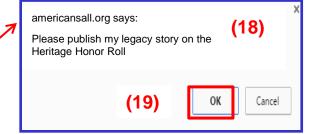
**Print Version Headlines** 

**Photographs and Logos** 

**Sponsor Information** 

Share Your Honoree's Story with **Legacy Partners** 

**Publish My Story or Save My Work** 



To create your Legacy Partner landing page in an additional language(s), delete the English text and insert the new text. After this is done, click on "Publish" (20) to save changes. Then OK (21).



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# Create My Nonprofit Legacy Partner Landing Page in an Additional Language

An asterisk (\*) indicates a required field.

Click here for step-by-step instructions on "How to Create My Nonprofit Legacy Partner Landing Page in an additional language."

# Language

Additional language



Legacy Partner Name\*

Irish Americans: Members of the Ancient Order of Hibernians

Your Legacy Partner name will be listed alphabetically by the first word in the field. If the partner's name is "The Make the World Better Organization," enter it as "Make the World Better Organization, The" unless you want it to appear under the letter "T" and not the letter "M." If the legal name contains the word "The," then enter it as "The Make the World Better Organization." However, the partner's name can be searched by any word in the field, even if it is hyphenated.

# Group or Organization ID Number:

You will receive an ID Number once this form is completed.

#### Categories

Fraternal Organization



The categories appearing in this field are the most common ones used to describe businesses and service providers. If you want to recommend an additional category, contact us and enter "Category" in the e-mail subject line. We will notify you if we can add your recommended category to our database.

# Contact Information\*

Group or Organization Description\*

Legacy Partner Image

Remove or Reinstate a Legacy Story, See page 28

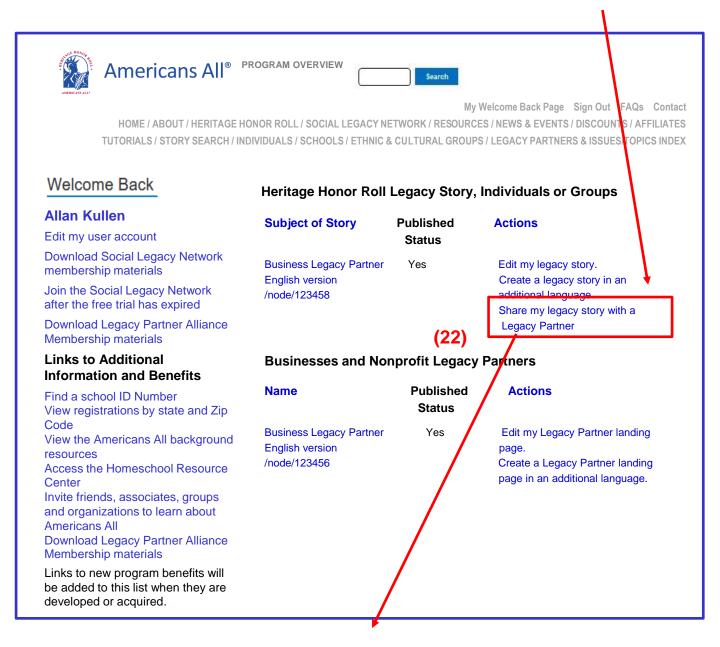
A "pop-up" will appear for you to confirm your instruction regarding your landing page.

(20)

americansall.org .says: Please publish my story on the Legacy Partner Alliance landing page. (21)Cancel

# All stories now appear on your "Welcome Back" page.

For greater exposure, add your story to as many Legacy Partner landing pages as you desire. (22)



This will take you back to your Heritage Honor Roll story template. Insert the Legacy Partner's ID Number into the "Share Your Honoree's Story with Legacy Partners" field. You can share your story with as many Legacy Partners as you desire.

To help you gain more exposure for your story, you can hyperlink all languageversions of your story to each other, or to the story of another member on our site.

<u>Click here</u> to learn how this can easily be done. PROGRAM OVERVIEV



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# **Discounts**

# Legacy Partners Offering Discounts to Members

Business Legacy Partners are local, regional and/or national groups, businesses and organizations whose missions reinforce our goals of creating and sharing legacy stories and supporting excellence in social studies instruction.

They can be searched on our Web site by name, language, category and location. The terms appearing in the category field are the most common ones used to describe businesses and service providers. If the organization you want to find is not listed, please contact them and suggest they become a Business Legacy Partner by visiting us as at <a href="www.americansall.org/legacy-partners">www.americansall.org/legacy-partners</a>. If you find a category that is missing from our list, please <a href="contact us">contact us</a> and enter "Category" in the e-mail subject line. Place the name of the new recommended category in the e-mail's text field.

#### **Business Legacy Partners**

	- Any -	Y
Legacy Partner Name	Language	
City	State	
	- Any -	▼
Zip Code	Category	

# **Business Legacy Partner Sample Page Accounting Services**

7723 Groton Road
Bethesda, Maryland 20817
3015208242
allantapco02@gmail.com
Organization ID Number: 565059
English version

## Business Legacy Partner Sample Page Accounting Services

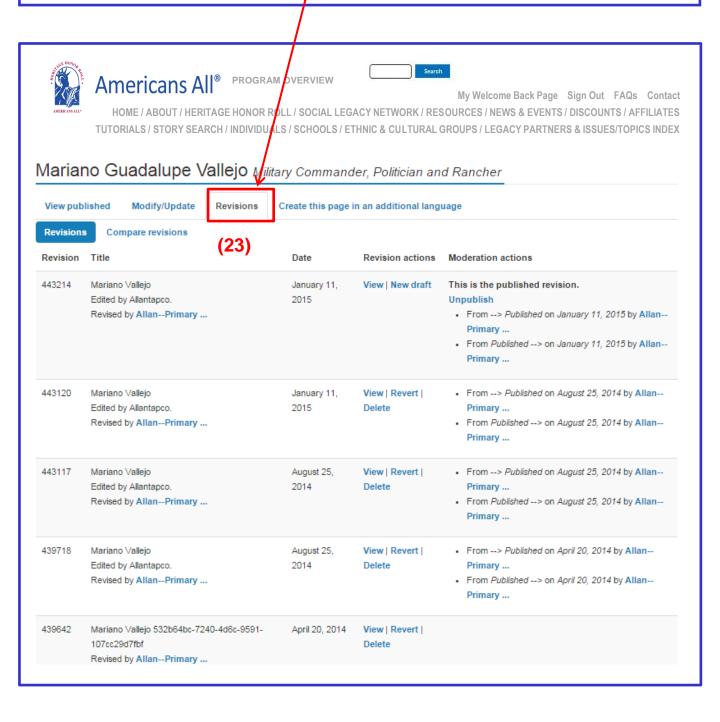
7723 Groton Road Bethesda, Maryland 20817 3015208242 allantapco02@gmail.com Organization ID Number: 565060

Bengali version

# Add My Location Sample Page Accounting Services

1250 Main Street Rockville, Maryland 20852 3019825622 accountingservices@gmail.com Organization ID Number: 565061 Bengali version

# All revisions to legacy stories are archived and can be retrieved at any time by clicking on this link. (23)



#### **Americans All Website Tutorials**

Americans All members will find it easy to start creating their life stories. Our template only requires individuals to fill in their names, pertinent dates and a summary not to exceed 60 words. Additional story text, hyperlinks and photographs can be added over time. The following tutorials will help you create and publish your legacy story. You can update your story at any time, for free, and all previous versions are archived.

There are four major roles that Americans All members can have. A person (an individual or a group for which he/she is affiliated), a nonprofit organization, a school or education (a specific form of a nonprofit organization), and a business or professional service provider (and their respective offices and locations). A person can also be an agent (or Point of Contact) for a nonprofit or business member but must register separately using that organization's email address. Registration tutorials for each of the roles are below.

- 8ummary graphic on "How Americans All Works"
- Step-by-step instructions on how to register for Americans All and create a Heritage Honor Roll story for an individual or a
  group for which the individual is a member
- . Step-by-step instructions on how to register for Americans All as a Point of Contact for a nonprofit Legacy Partner
- 8tep-by-step instructions on how to register for Americans Ali as a Point of Contact for a school Legacy Partner
- 8tep-by-step instructions on how to register for Americans All to become a Point of Contact for a Business Legacy Partner
- Step-by-step Instructions on how to become a Point of Contact to "Add My Location" to an Americans All Business Legacy Partner account
- How to register for Americans All as a homesohool family--Currently in development

#### After they have registered, these are the tutorials to create their pages on our website.

- Create, edit (modify) a Heritage Honor Roll legacy story for an <u>Individual</u> in English and a second story in an additional language
  - Upload Images for a Heritage Honor Roll legacy story for an individual in all language
- Create, edit (modify) a Heritage Honor Roll legacy story for a group in English and a second story in an additional language.
   Upload images for a Heritage Honor Roll legacy story for a group in all languages.
- Create, edit (modify) an Americans All landing page for a nonprofit Legacy Partner in English and a second landing page in an additional language
  - Upload an image for a nonprofit Legacy Partner landing page in all languages
- Create, edit (modify an Americans All landing page for a <u>Business Legacy Partner</u> in English and a second landing page in an additional language
  - Upload Images for a Heritage Honor Roll legacy story for a group in all languages
- Create, edit (modify) an Americans All landing page to "Add a Location" to a Business Legacy Partner account in English and
  in an additional language.
  - Upload an image when adding a location to a Business Legacy Partner account in all languages
- Create, edit (modify) an Americans All landing page for a school Legacy Partner in English and a second landing page in an additional language
  - Upload an image for a cohool Legacy Partner landing page in all languages

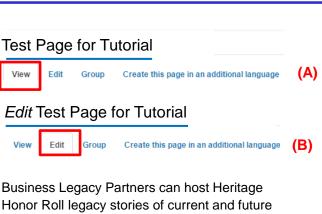
#### In addition, see:

- . Sample legacy stories on our Heritage Honor Roll on various topics
- Examples of various styles of Heritage Honor Roll legacy story montages.
- Examples of Legacy Partner pages
- How to increase the size of images
- . How to create a second story
- . Information on how to locate and download logos from the internet
- Information on how to augment your legacy story with hyperlinks.
- Examples of how a Legacy Partner home page can be enhanced by publishing it in multiple languages.
- Tips on how to create a Heritage Honor Roll legacy story and information for younger children

Members can directly post their legacy story to as many Legacy Partner landing pages as they desire. However, an organization's point of contact can remove or reinstate a legacy story from its landing page at its organization's discretion.

(C)

(C)

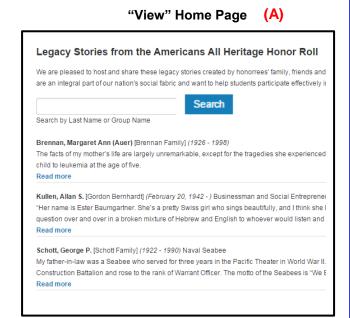


Business Legacy Partners can host Heritage Honor Roll legacy stories of current and future clients and customers on their Americans All home page(s)—in multiple languages, if desired. If circumstances warrant, however, the business or practice can easily remove a story from its home page(s). By clicking on the "Edit" button on Americans All home page (B), you will be taken to a page to remove or reinstate a legacy story as well as update your Legacy Partner home page.

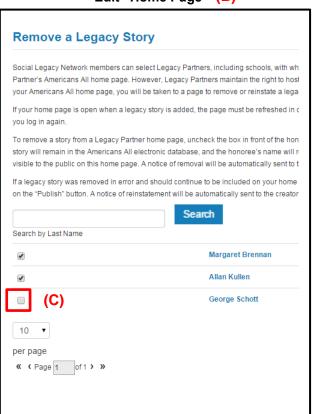
If your home page is open when a legacy story is added, the page must be refreshed in order for it to appear. Otherwise, it will automatically appear when you log in again.

To remove a story from a Legacy Partner home page, uncheck the box in front of the honoree's name (C) and click on the "Publish" button. The honoree's legacy story will remain in the Americans All electronic database, and the honoree's name will remain on the Legacy Partner's "Edit" page. The legacy story will not be visible to the public on this home page. A notice of removal will be automatically sent to the creator of the legacy story.

If the legacy story was removed in error and should continue to be included on this home page, place a check in the box in front of the honoree's name and click on the "Publish" button. A notice of reinstatement will be automatically sent to the creator of the legacy story.



# "Edit" Home Page (B)



# Remove or Reinstate a Legacy Story

Americans All members can select as many Legacy Partners landing pages as they choose to host their Heritage Honor Roll story. These are organizations with which they or their honorees are affiliated. However, Legacy Partners maintain the right to accept or remove a legacy story.

By clicking on the "Edit my Legacy Partner landing page" link under the "Actions" tab on your "Welcome Back" page, you will be taken to a page to remove or reinstate a legacy story as well as update your Legacy Partner landing page.

If your landing page is open when a legacy story is added, the page must be refreshed for the story to appear. Otherwise, it will automatically appear when you log in again.

To remove a story, uncheck the box in front of the honoree's name and click on the "Publish" button. The honoree's name will remain on the page (the box will be unchecked) and the story will not be visible to the public on your landing page. A notice of removal will be automatically sent to the creator of the story.

If the story was removed in error, check on the box in front of the honoree's name and then click on the "Pullish" button. A notice of reinstatement will automatically be sent to the creator of the story.

	Jane Addams	/node/433990
X	Frederick Douglass	/node/566379
X	Dr. Susan LaFlesche Picotte	/node/434002
10 v Per page		
<pre>&lt;&lt; &lt; Page 1 of 1 &gt; &gt;&gt;</pre>		
Search by: - Any - v and -Any -	v	
Language State		
and	or	
Last Name of Individual First Nam	ne of Individual Group Na	
	Search	Reset

# Legacy Stories from the Americans All Heritage Honor Roll

We are pleased to host and share these legacy stories created by honorees' family, friends and associates. They, like us, appreciate that heritage and culture are an integral part of our nation's social fabric and want to help students participate effectively in our nation's economy, workforce and democracy.

Jane Ac Jane Ad house m The story is hidden when it is removed. It remains in the database and will become visible if it is reinstated.

Frederick Douglass Maryland (February 1818 - February 20, 1895) Abolitionist, African American, Author, Black, Civil Rights, Civil Servant, Civil War, Diplomat, North Star, Orator, Slavery, Writer Douglass was an American social reformer, abolitionist, orator, writer, and statesman. After escaping in . . .

**Dr. Susan LaFlesche Picotte** Nebraska (c.1865 - c.1915) Native American, French Canadian . . . Susan La Flesche Picotte was the first person to receive federal aid for professional education, and the first American Indian woman in the United States to receive a medical degree. In her remarkable career, she. . .

Publish Unpublish