

Instructions on navigating the MJPC Web Page

When you open the Mount Jefferson Presbyterian Church Web Page, www.mjpc.org, your browser will be at the “**Home**” page. From here, you can navigate to a variety of pages (links) filled with information and pictures about the Mount Jefferson Presbyterian Church – pastor, members, activities, and so forth. Before starting, however, here are a few things to note regarding the “**Home**” page:

- The scrolling “Web Crawler” at the top right of the page contains important “**NEW**” information that is updated frequently. The “crawler” messages change continuously as can be read as they move across the page.
- Text located on any page that becomes “*highlighted*” when you mouse over it, is an active link and will automatically take you to that item.
- At any time you want to return “**Home**,” left-click the “MJPC Mountain” logo at the top of each page visited.

To navigate the menu selections shown in the header bar of the “Home” page:

- Place your cursor over the selected category; a drop down menu will appear.
- Left-click a sub-menu selection from the drop down menu and you’ll be taken to that page.
- On each sub-menu page, you will also note that the menu selections from the category are displayed on the left (in red).
- Left click any of the other menu selections to navigate to that sub-menu, or choose “ALL” which will display the information for the category on a single page which you can read by scrolling down the page.
- To return “Home” from a sub-menu, select “Home” at the far right of the header bar, or left-click the “MJPC Mountain” logo at the top of the page.

To navigate any of the sub-menus:

- For many of the menus there are links to other web pages, or a information document (in a PDF format). Most web pages will open in another browser, but upon closing the link you will be returned to your starting point. Documents also open in a new window and can be read, or printed for your use. When closing the document, you will be returned to your starting point.
- The “Contact Us” button on the header bar opens a page for users to provide MJPC with questions, comments or information that you want us to receive or provide a response to; simply follow the instructions on the page and left-click “Confirm your message” to send it to us.
- If present, an “e-mail [title]” can be found on some of the sub-menu selections. Left click the e-mail address to communicate with the

individual or committee indicated via your own e-mail server. If an e-mail page is not immediately opened, copy and paste the e-mail address to your e-mail server.

If at any time you encounter a page that does not properly open, or are directed to a site that appears broken or contains content not appropriate for the Mount Jefferson Presbyterian Church's web site, open the "Contact Us" link by clicking [here](#) and send a message to advise the Web Manager of your concern.

Enjoy browsing the MJPC Web Page.