































# Microsite Builder's Companion

**An Everyday Guide to Developing Pages with the NHS Microsite Template** *For contributors, editors, and page creators using the "Learning Information Hub" framework*

## Table of Contents

	<b>1. WHAT THIS GUIDE IS — AND ISN'T .....</b>	<b>4</b>
	<b>WHO THIS IS FOR.....</b>	<b>4</b>
	<b>2. MICROSITE ANATOMY: THE BITS THAT MAKE IT WORK.....</b>	<b>5</b>
	<b>THE BIG BLOCKS.....</b>	<b>5</b>
	<b>YOU'LL MAINLY BE EDITING... ..</b>	<b>5</b>
	<b>WHAT NOT TO TOUCH (UNLESS YOU'RE FEELING BRAVE) .....</b>	<b>5</b>
	<b>WANT TO ADD A NEW PAGE? .....</b>	<b>6</b>
	<b>3. EDITING CONTENT LIKE A PRO .....</b>	<b>7</b>
	<b>ADDING TEXT AND HEADINGS .....</b>	<b>7</b>
	<b>ADDING NAVIGATION BUTTONS .....</b>	<b>7</b>
	<b>ADDING POP-UP BUTTONS.....</b>	<b>7</b>
	<b>EMBEDDING RESPONSIVE IMAGES .....</b>	<b>8</b>
	<b>4. USING MODALS FOR POP-UP INFO .....</b>	<b>9</b>
	<b>MODAL STARTER SNIPPET .....</b>	<b>10</b>
	<b>5. ALERTS AND TOGGLE SECTIONS.....</b>	<b>11</b>
	<b>ADDING ALERTS FOR IMPORTANT MESSAGES.....</b>	<b>11</b>
	<b>TOGGLE SECTIONS FOR EXPANDABLE CONTENT .....</b>	<b>12</b>
	<b>6. MAILTO BUTTONS.....</b>	<b>13</b>
	<b>7. STYLING MAGIC AND ACCESSIBILITY TIPS .....</b>	<b>14</b>
	<b>STYLING WITHOUT CHAOS .....</b>	<b>14</b>
	<b>TYPOGRAPHY TIPS.....</b>	<b>14</b>
	<b>ACCESSIBILITY WINS .....</b>	<b>15</b>
	<b>8. NAVIGATION EXPLAINED.....</b>	<b>16</b>






◆ BASIC PAGE LINKS .....	16
▼ DROPDOWN MENUS (GROUPED LINKS) .....	16
📁 SUBMENUS INSIDE DROPDOWNS .....	17
🧠 TIPS FOR NAVIGATORS .....	17
🍪 BREADCRUMB TRAIL EXPLAINED .....	18
🔧 HOW TO ADD BREADCRUMBS.....	18
🧠 TIPS FOR UPDATING BREADCRUMBS .....	19
📌 BREADCRUMBS REAL-WORLD EXAMPLE .....	19
 🚗 9. CAROUSEL WITH CAPTIONS.....	 20
🧩 WHAT'S INCLUDED .....	20
🔧 HOW TO IMPLEMENT .....	20
🌈 CUSTOMISATION TIPS.....	21
 💡 10. HOW TO USE THE ESR MICROSITE WEB PORTLET .....	 22
🧩 WHAT IT IS .....	22
🔧 WHAT YOU'LL SEE .....	22
🌐 WHAT HAPPENS BEHIND THE SCENES .....	22
🔗 WANT TO CUSTOMISE IT? .....	22
📌 THINGS TO WATCH OUT FOR.....	22
 📁 11. CONTRIBUTOR RESOURCES .....	 24
📁 CORE TOOLS & TEMPLATES.....	24
🎨 STYLE & LAYOUT SUPPORT .....	24
🔧 TECHNICAL SNIPPETS.....	24
🧩 CONTRIBUTOR FAQ STARTER KIT .....	25
❓ WHY DOESN'T MY MODAL OPEN? .....	25
❓ HOW DO I ADD A NEW TAB? .....	25
❓ MY TOGGLE SECTION DOESN'T SHOW UP — WHY? .....	25
❓ WHY DOESN'T MY CAROUSEL SLIDE OR SHOW CAPTIONS? .....	25
❓ HOW DO I LINK A BUTTON TO ANOTHER PAGE? .....	26
❓ WHY DOES MY IMAGE LOOK BROKEN? .....	26
❓ HOW DO I MAKE CONTENT COLLAPSIBLE? .....	26
❓ WHY DOESN'T MY ALERT BANNER CLOSE? .....	26
❓ HOW DO I CREATE A BUTTON THAT EMAILS SOMEONE?.....	26
❓ HOW DO I CENTER TEXT OR IMAGES? .....	26
 ⚠️ COMMON PITFALLS & HOW TO DODGE THEM.....	 27
🚫 DUPLICATE IDs & CONFLICTING REFERENCES.....	27
🧩 BOOTSTRAP CONFUSION.....	27
🚫 MISSING OR BROKEN LINKS .....	27

 IMAGE BLOAT OR MISALIGNMENT .....	27
 FRAGMENTED STYLING .....	27
 ACCESSIBILITY OVERSIGHTS .....	27
 CONTRIBUTOR SUPPORT.....	28
 ESR COMMUNICATIONS AND ENGAGEMENT TEAM.....	28



# 1. What This Guide Is — and Isn't

This document is designed to help you confidently **create, edit, and maintain microsite pages** using the provided template. Whether you're building a training resource, a wellbeing toolkit, a project update space, or a celebration hub — the layout is versatile enough to support many NHS purposes.

What you'll get help with:

-  Adding and editing page content (using structured HTML components)
-  Using buttons, pop-ups, modals, and responsive features
-  Understanding page structure and navigation
-  Making the most of built-in features like dark mode and NHS themes
-  Working **without touching CSS or JavaScript** — no code headaches here!





What this guide won't cover:

-  Custom styling or layout changes in CSS
-  Advanced scripting or JavaScript tweaks

If you're curious about experimenting with those elements, go wild — just know that support may involve a raised eyebrow and a friendly “good luck with that!”

## Who This Is For

This guide is for:




-  Beginners just starting with HTML
-  Managers or admin staff contributing content
-  NHS team members using the microsite for communication, training, or staff support
-  Anyone who wants a tidy, functional microsite without diving into technical code

## 2. Microsite Anatomy: The Bits That Make It Work

Don't worry — this isn't a biology lesson. But understanding the “bones” of your microsite will help you edit with confidence and avoid breaking anything important. Think of the template as a LEGO set: you're working with pre-built blocks, not raw plastic.


### ◆ The Big Blocks

Here are the key structural pieces you'll be editing:

 Component	 What It Does	 Example or Tip
Page Div ( <code>.page</code> )	Contains the content for each section of the site	<code>&lt;div id="faqs" class="page"&gt;</code>
Navigation Links	Buttons users click to switch pages	<code>onclick="showPage('faqs')"</code>
Bootstrap Buttons	Pre-styled buttons with consistent NHS branding	Add with <code>class="btn btn-primary"</code>
Gradient Title Bar	Sidebar titles with NHS colours and flair	Appears on the left of each page section

### You'll Mainly Be Editing...

- Page content inside `.page` blocks (text, headings, lists)
- Navigation buttons in the navbar or inside each page
- Optional extras like tabs, alert banners, image embeds, modals and toggle sections

 **You won't be touching CSS or JavaScript** — the style and behaviour are baked in. You're just decorating the cupcakes, not inventing the oven.

### What Not to Touch (Unless You're Feeling Brave)

- Everything in the `<head>` section — it powers the layout and style
- The main script functions like `showPage()` or `toggleSection()` — they're fully cooked and ready to serve
- Font scaling, dark mode, and themes — users control these via the toolbar; no need to tweak

## Want to Add a New Page?

Just copy this basic block into the HTML file:

```
<div id="newpage" class="page">
  <div class="container">
    <div class="row">
      <div class="col-md-4 gradient-col d-flex align-items-center justify-
content-center">
        <h3 class="gradient-text">New Page Title</h3>
      </div>
      <div class="col-md-8">
        <h4>Welcome to the New Page</h4>
        <p>This is where your main content lives.</p>
      </div>
    </div>
  </div>
</div>
```

Then link to it like this:

```
<button class="btn btn-primary" onclick="showPage('newpage')">Go to New
Page</button>
```

## 3. Editing Content Like a Pro

### Adding Text, Buttons, Images, and Helpful Extras

You've landed inside a page container. The layout's already there. Now it's time to fill it with glorious content — text, links, embedded guides, and optional flair. And guess what? You don't need fancy software or dev skills. Just a text editor and your magical brain.

#### Adding Text and Headings

Inside your page's `<div class="col-md-8">` area, you'll be writing paragraphs like this:

```
<h4>Your Heading Here</h4>
<p>This is a standard paragraph. You can add descriptions, instructions, or
resource explanations here.</p>
<ul>
  <li>Or make lists for steps or items</li>
  <li>Keep them tidy — use `<li>` inside `<ul>`</li>
</ul>
```

✅ Use `<h4>` or `<h5>` for subheadings ✅ Use `<strong>` to make important words bold ✅ Avoid copy-pasting from Word — it brings gremlins

#### Adding Navigation Buttons

To send users from one page to another, use:

```
<button class="btn btn-primary w-100 text-start mb-2"
onclick="showPage('pageID')">Go to That Page</button>
```

- Replace 'pageID' with the ID of your destination page
- Change the button label to reflect the purpose clearly
- Use the “New Page Button” snippet if you're feeling fancy

#### Adding Pop-Up Buttons

To open external links in a new tab:

```
<a class="btn btn-primary w-100 text-start mb-2" href="#"
onclick="openPopup('https://example.com')">Visit External Site</a>
```

Perfect for directing users to NHS resources, guides, or video portals.

## Embedding Responsive Images

To add a friendly image that scales properly:

```
<div class="text-center">
  
  <small class="d-block mt-2 text-muted">Optional caption or credit</small>
</div>
```

- Use `.img-fluid` to keep it responsive
- Include descriptive alt text for accessibility
- Add a caption if it helps users understand the image



## 4. Using Modals for Pop-Up Info

Perfect for FAQs, explainers, or sneaky surprise facts

Sometimes you don't want content to sprawl across the page like a Victorian novel. That's where modals come in — expandable windows that appear when users click a button. Great for bite-sized guides, contact details, or anything you'd rather keep tucked away until needed.

## Modal Starter Snippet

Here's a reusable structure:

```
<!-- Button -->
<button class="btn btn-outline-primary w-100 text-start mb-2" data-bs-
toggle="modal" data-bs-target="#exampleModal">Open Pop-Up</button>

<!-- Modal Window -->
<div class="modal fade" id="exampleModal" tabindex="-1" aria-
labelledby="exampleModalLabel" aria-hidden="true">
  <div class="modal-dialog modal-dialog-scrollable">
    <div class="modal-content">
      <div class="modal-header">
        <h5 class="modal-title" id="exampleModalLabel">Helpful Info Title</h5>
        <button type="button" class="btn-close" data-bs-dismiss="modal" aria-
label="Close"></button>
      </div>
      <div class="modal-body">
        <p>This area is perfect for detailed instructions, FAQs, or contact
details.</p>
        <ul>
          <li>You can add lists</li>
          <li>Include links and images too</li>
        </ul>
      </div>
    </div>
  </div>
</div>
```

### Replace:

- `exampleModal` with a unique ID (so multiple modals don't clash)
- Helpful Info Title with your content header
- Body content with your expandable message

✅ Modals support formatted text, images, links, and even embedded videos ✅ Keep it concise and focused — modals aren't novels ✅ Use `modal-dialog-scrollable` if the content is a bit long

## ! 5. Alerts and Toggle Sections

Draw attention or tuck info away with style

### Adding Alerts for Important Messages

Use alerts to grab attention with urgency or emphasis. Great for deadlines, reminders, or anything you want users to see *first*.

```
<div class="alert alert-warning" role="alert">
  <strong>Important:</strong> Please submit your responses by Friday!
</div>
```

Swap alert-warning for:

Class	Colour	Usage
alert-primary	Blue	General notices
alert-success	Green	Confirmations or good news
alert-warning	Yellow	Caution, deadlines
alert-danger	Red	Errors, critical alerts

✅ Keep alert messages short and clear   ✅ You can embed links or bold key phrases   ✅ Consider icons or emojis to enhance visibility

## Toggle Sections for Expandable Content

If you want info to stay hidden until clicked — use a toggle. Great for FAQs, instructions, or optional deep dives.

```
<!-- Button -->
<button class="btn btn-link text-start w-100 mb-2"
onclick="toggleSection('hiddenContent')">Show More Info</button>

<!-- Hidden Section -->
<div id="hiddenContent" class="d-none">
  <p>This section is revealed when users click the button.</p>
  <ul>
    <li>Useful for long text</li>
    <li>Organise with bullet points</li>
  </ul>
</div>
```

### Tips:

- Give your toggle sections meaningful IDs like "faqPayment" or "extraResources"
- Keep the button label intuitive: “Show Details” vs “Hide Details”
- You can style the revealed content with cards or background colour for extra flair

## 6. Mailto Buttons

Effortless contact links made beautiful

### Mailto Buttons

Let users send emails instantly — perfect for feedback, questions, or RSVP links.

```
<a class="btn btn-primary w-100 text-start mb-2"
href="mailto:name@example.com?subject=Event%20RSVP">Email the Team</a>
```

- Change `name@example.com` to your team's contact
- Customise the subject line (spaces become %20)
- Optionally pre-fill body content too: `&body=Hi%20there,%20I'm%20interested...`

✅ Works across most devices    ✅ Instant communication with one click    ✅ Friendly and accessible

## 🌟 7. Styling Magic and Accessibility Tips

Design with intention — make it look great, feel easy, and work for everyone

### 🎨 Styling Without Chaos

Use Bootstrap's built-in classes and layout tools for effortless polish — no extra CSS required.

#### ◆ Background Highlights

```
<div class="bg-light p-3 rounded shadow-sm">
  <p>This section has a gentle background and soft edges.</p>
</div>
```

Other useful background classes:

Class	Colour
bg-light	Pale grey
bg-primary	NHS blue
bg-success	Soft green
bg-warning	Sunny yellow

✅ Add rounded for soft edges    ✅ Add shadow-sm or shadow to elevate content visually    ✅ Use padding p-3 or p-4 for comfortable spacing

### 🔤 Typography Tips

Keep headings consistent and text readable.

```
<h4 class="fw-bold text-primary">Section Heading</h4>
<p class="text-muted">Optional descriptive text goes here.</p>
```

- fw-bold = bold font
- text-muted = soft gray text
- text-primary, text-success, etc. = themed text colours
- Avoid using more than two text colours per section

## Accessibility Wins

Making your microsite friendly to all users isn't just thoughtful — it's best practice.

### Tips to Boost Accessibility

- Always use descriptive `alt=""` text for images
- Ensure buttons and links are clearly labeled
- Avoid relying on colour alone to convey meaning
- Use high-contrast colours for text over backgrounds
- Keep interactive elements large enough to tap on mobile
- Use heading tags in logical order (`h2`, `h3`, etc.)

### Example Accessible Button

```
<button class="btn btn-outline-primary w-100 text-start mb-2" aria-label="Open sustainability resources modal">Open Resources</button>
```



## 8. Navigation Explained

### Your guide to setting up page links, dropdowns, submenus and breadcrumbs

The navigation bar is the strip across the top of your microsite that helps users move between sections. You won't need to code anything fancy — just copy and tweak a few lines. Here's how it works:

#### ◆ Basic Page Links

Each microsite section is identified by an `id`, like `home`, `faq`s, or `SUP`. To create a button that opens that section:

```
<li class="nav-item">
  <a class="nav-link" onclick="showPage('home') ">Home</a>
</li>
```

#### To add your own page:

Make sure your page is wrapped in `<div id="yourpage" class="page">`

Add a line like:

```
<li class="nav-item">
  <a class="nav-link" onclick="showPage('yourpage') ">Your Page Title</a>
</li>
```

✅ Use clear, user-friendly titles    ✅ Page IDs must match exactly

#### ▼ Dropdown Menus (Grouped Links)

If you want to group pages under a shared menu like "Catalogue", use this structure:

```
<li class="nav-item dropdown">
  <a class="nav-link dropdown-toggle" href="#" data-bs-toggle="dropdown"
  onclick="showPage('groupID') ">Group Title</a>
  <ul class="dropdown-menu">
    <li><a class="dropdown-item" onclick="showPage('page1') ">First Page</a></li>
    <li><a class="dropdown-item" onclick="showPage('page2') ">Second Page</a></li>
  </ul>
</li>
```


This helps keep things tidy when you've got lots of related content.



## Submenus Inside Dropdowns

For even more structure, you can nest links into submenus:

```
<li class="dropdown-submenu">
  <a class="dropdown-item submenu-toggle" href="#"
  onclick="showPage('submenuPage')">Submenu Title</a>
  <ul class="dropdown-menu">
    <li><a class="dropdown-item" onclick="showPage('subPage1')">Subpage
    One</a></li>
    <li><a class="dropdown-item" onclick="showPage('subPage2')">Subpage
    Two</a></li>
  </ul>
</li>
```

 Be sure each page in a submenu still has its own `<div id="...">` section in the template.

## Tips for Navigators

- Don't duplicate IDs — every `showPage('ID')` must match a unique section
- Dropdowns make the site easier to use on mobile or when content grows
- Test new links by clicking them and confirming the page opens as expected
- Keep section labels short, clear, and friendly for all users

## Breadcrumb Trail Explained

### Helping users understand where they are — and how to get back

Breadcrumbs appear near the top of each page and offer a trail of links that show your current location within the microsite. They look like this:

Home > Catalogue > Statutory Training





Clicking any earlier item takes you back to that section. They're simple to use and very helpful — especially in multi-level content like training catalogues or nested guides.

### How to Add Breadcrumbs

Place this inside each page block, right below the opening `<div id="pageID" class="page">` line:

```
<nav aria-label="breadcrumb">
  <ol class="breadcrumb">
    <li class="breadcrumb-item"><a onclick="showPage('home')">Home</a></li>
    <li class="breadcrumb-item"><a onclick="showPage('CC')">Catalogue</a></li>
    <li class="breadcrumb-item active" aria-current="page">Statutory
Training</li>
  </ol>
</nav>
```


## Tips for Updating Breadcrumbs

-  Each `<li>` represents one step in the navigation path
-  Use `onclick="showPage('pageID')"` to link backwards
-  Mark the current page with `class="breadcrumb-item active"` and `aria-current="page"` — this one doesn't need a link
-  Keep labels short and clear for readability

## Breadcrumbs Real-World Example

Let's say you're editing the **Basic Life Support** training page under the **Catalogue > Statutory & Mandatory Training** section:





```
<nav aria-label="breadcrumb">
  <ol class="breadcrumb">
    <li class="breadcrumb-item"><a onclick="showPage('home') ">Home</a></li>
    <li class="breadcrumb-item"><a onclick="showPage('CC') ">Catalogue</a></li>
    <li class="breadcrumb-item"><a onclick="showPage('SaMT') ">Statutory
Training</a></li>
    <li class="breadcrumb-item active" aria-current="page">Basic Life
Support</li>
  </ol>
</nav>
```

 You're done — no extra styling required. Breadcrumbs inherit NHS theme styling automatically.

## 9. Carousel with Captions

An interactive image slider with accessibility and NHS-styled polish

### What's Included

-  Slide indicators to jump between slides
-  Image slides with heading and text overlays
-  Previous/Next controls for manual navigation
-  Accessibility tags (aria-labels and alt text)

### How to Implement

Paste this just beneath your `<div id="pageID" class="page">` and update all CID placeholders to a unique carousel ID, like `heroCarousel1`.

```
<div id="CID" class="carousel slide" data-bs-ride="carousel">
  <!-- Indicators -->
  <div class="carousel-indicators">
    <button type="button" data-bs-target="#CID" data-bs-slide-to="0"
class="active" aria-current="true" aria-label="Slide 1"></button>
    <button type="button" data-bs-target="#CID" data-bs-slide-to="1" aria-
label="Slide 2"></button>
    <button type="button" data-bs-target="#CID" data-bs-slide-to="2" aria-
label="Slide 3"></button>
    <!-- Add more buttons if needed -->
  </div>

  <!-- Slides -->
  <div class="carousel-inner">
    <div class="carousel-item active">
      
      <div class="carousel-caption d-none d-md-block">
        <h5>Slide 1 Heading</h5>
        <p>Brief explanation or label</p>
      </div>
    </div>

    <div class="carousel-item">
      
      <div class="carousel-caption d-none d-md-block">
        <h5>Slide 2 Heading</h5>
        <p>Brief explanation or label</p>
      </div>
    </div>


    <div class="carousel-item">
      
      <div class="carousel-caption d-none d-md-block">
        <h5>Slide 3 Heading</h5>
        <p>Brief explanation or label</p>
      </div>
    </div>
    <!-- Add more .carousel-item blocks as needed -->
  </div>
```



```

<!-- Controls -->
<button class="carousel-control-prev" type="button" data-bs-target="#CID" data-
bs-slide="prev">
  <span class="carousel-control-prev-icon" aria-hidden="true"></span>
  <span class="visually-hidden">Previous</span>
</button>
<button class="carousel-control-next" type="button" data-bs-target="#CID" data-
bs-slide="next">
  <span class="carousel-control-next-icon" aria-hidden="true"></span>
  <span class="visually-hidden">Next</span>
</button>
</div>

```

## Customisation Tips

 Match each image and overlay to your microsite's theme (training, history, wellbeing, etc.)

-  Always include descriptive `alt` text for screen readers
-  You can add `.carousel-fade` **after** `carousel slide` for a smoother transition

## 10. How to Use the ESR Microsite Web Portlet

Ready to launch your microsite from ESR? This handy web portlet lets you do just that — in just one click!

### What It Is

This portlet is a small embed box that links to a microsite hosted externally (like CodePen). When clicked, it opens the site in a full-screen pop-up window, so you can explore resources without navigating away from ESR.

### What You'll See

- A **banner image** or preview area (like “Learning and Development Hub”)
- A **blue action button** that says “Click for more information”
- When clicked, both elements open the full site in a new pop-up window

### What Happens Behind the Scenes

The code uses a function called `openPopup()` that:

- Grabs your screen size automatically
- Opens the microsite in a new browser window
- Keeps scrollbars and resizing enabled for better accessibility

### Want to Customise It?

You can swap out:

- The banner image (just update the `src` URL)
- The destination microsite link (inside `openPopup('...')`)
- The button text (“Click for more information”) — try “Explore the Hub” or “Start Here”

### Things to Watch Out For

- Pop-up blockers may need to be disabled for ESR to open the window smoothly
- Always test your link after publishing to confirm it loads correctly
- Avoid editing the JavaScript function unless you're confident with window specs

```

<div>

  <style>
    .whitelink {
      color: white;
    }

    .grid-container {
      display: grid;
      grid-template-columns: repeat(auto-fit, minmax(100px, 1fr));
      gap: 1rem;
    }

    .grid-item {
      background-color: white;
      color: black;
      padding: 2px;
    }
  </style>

  <div class="grid-container">
    <!-- Portlet -->
    <div class="grid-item">
      
      <a href="#" class="btn btn-primary btn-block" role="button"
onclick="openPopup('https://codepen.io/ESR_IAs/live/ogjYqWM/1f34c3eef275acca3774b
170bf95dc75');">Click for more information</a>

    </div>

  </div>

  <script>
    // Function to open a new pop-up window with a specified URL
    function openPopup(url) {
      const screenWidth = window.screen.availWidth;
      const screenHeight = window.screen.availHeight;
      window.open(
        url,
        "Learning Information Hub", // This is the internal window name, used if
you want to re-use it

        `width=${screenWidth},height=${screenHeight},top=0,left=0,scrollbars=yes,resizabl
e=yes`
      );
    }
  </script>
</div>

```



## 11. Contributor Resources

Everything you need to launch and manage your ESR microsite with confidence — no tech panic required!



### Core Tools & Templates

- **Microsite Template** Start with our ready-made foundation. Fully responsive, includes grid layout and Bootstrap-ready sections. [Link](#)
- **ESR Portlet Setup Guide (Scribe)** Step-by-step walkthrough on how to embed your microsite in ESR using the web portlet method. [Link](#)
- **Portlet Embed Snippet** A copy-paste HTML block to launch external content with a banner, button, and full-screen pop-up. [Link](#)



### Style & Layout Support

- **Style Reference Preview** See how NHS Blue, Calm Grey, and alternate modes display in real microsites. [Link](#)
- **Image Assets** Free site that can help with NHS logos, placeholder headers, icons, and sample photos to fast-track visual polish. [Link](#)



### Technical Snippets

- **Snippet Pack** Includes modals, toggles, alert banners, tabs and more — all tested and contributor-safe. [Link](#)



## Contributor FAQ Starter Kit

### Quick fixes for common microsite mysteries

---

#### ? Why doesn't my modal open?

**Likely issue:** The modal ID in your button doesn't match the modal itself.

**Quick fix:**

- Check that `data-bs-target="#exampleModal"` matches `id="exampleModal"` in the modal div
- Don't forget to update both the button AND the modal's `aria-labelledby="exampleModalLabel"` to the same ID name

---

#### ? How do I add a new tab?

**Quick fix:**

1. Each tab group needs a **unique group ID**, like `tabNav01`
2. Each tab **button** needs a matching `id`, and must point to a `tab-pane` via `data-bs-target="#tabPane01a"`
3. Each **content pane** must use `id="tabPane01a"` and reference its matching button via `aria-labelledby="tabBtn01a"`

✅ Use the tabs snippet for structure    ✅ Don't duplicate tab IDs in different sections

---

#### ? My toggle section doesn't show up — why?

**Quick fix:**

- Check that your button uses `onclick="toggleSection('myID')"`
- Confirm the target content uses `id="myID"`
- Make sure the content starts with `style="display:none;"` or `class="d-none"` if you're using Bootstrap visibility classes

---

#### ? Why doesn't my carousel slide or show captions?

**Quick fix:**

- Double-check that the carousel ID is consistent in:
  - `id="carouselXYZ"`
  - Each `data-bs-target="#carouselXYZ"` inside indicators and controls
- Ensure there's at least **one** `.carousel-item active` to start
- Make sure captions are wrapped in:

```
<div class="carousel-caption d-none d-md-block">
```

---

## ? How do I link a button to another page?

**Quick fix:** Use:

```
<button class="btn btn-primary" onclick="showPage('targetID') ">Go</button>
```

- Replace 'targetID' with the id of the page div, like home, faqs, or NSaMT1

---

## ? Why does my image look broken?

**Quick fix:**

- Check your image link (`src="..."`) is valid and hosted externally or uploaded properly
- Make sure you include `alt="Descriptive text"`
- Use the responsive image embed:

```

```

---

## ? How do I make content collapsible?

**Quick fix:** Use a button like:

```
<button onclick="toggleSection('myID') ">Show/Hide</button>
```

```
<div id="myID" style="display:none;">Your content here</div>
```

---

## ? Why doesn't my alert banner close?

**Quick fix:**

- Make sure the alert includes:

```
<button type="button" class="btn-close" data-bs-dismiss="alert" aria-label="Close"></button>
```

---

## ? How do I create a button that emails someone?

**Quick fix:** Use a link like:

```
<a href="mailto:someone@example.com" class="btn btn-outline-primary">Email Us</a>
```

---

## ? How do I center text or images?

**Quick fix:**

- For text: add `class="text-center"` to the parent container
- For images: use `class="mx-auto d-block"` on the image

# Common Pitfalls & How to Dodge Them

Even seasoned contributors run into snags — here's how to stay ahead:

---

## Duplicate IDs & Conflicting References

- Reusing the same modal, tab, or toggle ID can break functionality.
  - **Tip:** Prefix your IDs with the section name or contributor initials (e.g., `emustationModal1_BD`).
- 

## Bootstrap Confusion

- Mixing tabs and accordions without clear nesting breaks layout flow.
  - **Tip:** Always test interaction — one rogue `<div>` can scramble your display.
- 

## Missing or Broken Links

- External links that lack `target="_blank"` may trap users in pop-ups.
  - **Tip:** Triple-check URLs and use descriptive labels (e.g., "View NHS Guide on Energy Efficiency").
- 

## Image Bloat or Misalignment

- Unoptimized or oversized images distort layouts, especially on mobile.
  - **Tip:** Use responsive embed snippets and compress PNGs before uploading.
- 

## Fragmented Styling

- Mixing inline styles with Bootstrap classes leads to styling conflicts.
  - **Tip:** Stick with class-based styling and keep inline tweaks minimal and documented.
- 

## Accessibility Oversights




- Low contrast, missing alt tags, or poor heading structure exclude users.
- **Tip:** Use semantic HTML and test with screen readers or accessibility checkers.

## Contributor Support

Whether you're refining a snippet, sharing a new idea, or need a bit of troubleshooting, you're never alone — here's where to find help:

### ESR Communications and Engagement Team

Your go-to team for guidance, updates, and support:

-  **Role:** Provide support and guidance with ESR functionality
-  **Link:** [About the Communications Team](#)
-  **Contact:** Reach out via email to your regional team for tailored advice