

Moving Around the Virtual “Town Square” (*Cheeks Family Website*)

At the top of each primary webpage, with the exception of the first page (*home page*), there is a consistent set of menu and submenu tabs. Each menu or submenu tab will allow you to move around (*navigate*) the "town square" (*website*) as you wish by displaying a webpage of choice.

In addition, there are secondary webpages that do not have menu and submenu tabs but will have a **Close Window** button that when selected, will close the secondary webpage and return to the previous page.

Navigating with a cursor and mouse/rollerball/etc.

A menu tab is selected by moving your cursor over the tab (*hover*). The selected menu tab will then be highlighted. If there is a downward pointing triangle (*caret*) ▼ next to the menu tab name, the menu tab has submenu tabs.

Left-click the highlighted menu tab and if there are no submenu tabs, the webpage associated with the menu tab will immediately be displayed. Only two of the menu tabs, **Home** and **Contact Support**, do not have submenu options.

If the menu tab ▼ has submenu tabs available, the submenu tabs will be displayed below the menu tab when you left-clicked on the menu tab. Move the cursor to the submenu tab you want and both the menu tab and submenu tab will be highlighted identically. Left-click on the highlighted submenu tab and that will cause the webpage, associated with the submenu tab, to be displayed.

While the selected webpage is displayed, the menu tab that you initially selected will be outlined. And if you select that menu tab again, the dropdown menu will appear again if the menu tab included submenu tabs. At that point, the submenu tab that you selected will be italicized and gray in color that indicating your current selection and webpage being viewed. That italicized, gray submenu will not respond being selected again because you are already there 😊.

Both of the highlights, outlined menu tab and italicized, gray submenu tab, provide visual cues of what you currently selected and are viewing. When a different menu tab is selected to display a different webpage, the initially selected menu/submenu tabs are no longer highlighted and the newly selected menu/submenu tabs are then highlighted.

Note: *If a menu tab has submenu tabs, you must click on the highlighted submenu tab not the highlighted menu tab to “go somewhere” in the virtual “Town Square” (display a webpage).*