



Co-funded by the European Union

# How to improve your *( )* project website?

Julie Patenaude

Communication Officer | Interreg Europe Secretariat

### 26 SEP 2024 | 1 Hour

Project training days 2024 Lille, France



## Content

- 1. Why **writing for the web** is important
- 2. Practical **activity**
- 3. Recap: Key ways to engage your audience
- 4. Think: accessibility
- 5. Get help
- 6. Q&A



# Why writing for the web is important

# Did you know?

The average web user has about 7-10 seconds to be engaged by a website before clicking away.

# How do you keep them online?

- Know you audience
- Effective voice and tone
- Make it visual
- Understand how people 'read' websites



## Having concise, scannable text....

- Increases usability by **124%**
- Ensures **everyone** is included



SLIDE 7

# Practical activity: Engaging your audience

# Activity instructions

- Get into 6 groups
- Discuss the example website (15 min)
  - What is **good** about this page?
  - What could be **improved**?
- Present your findings to the group



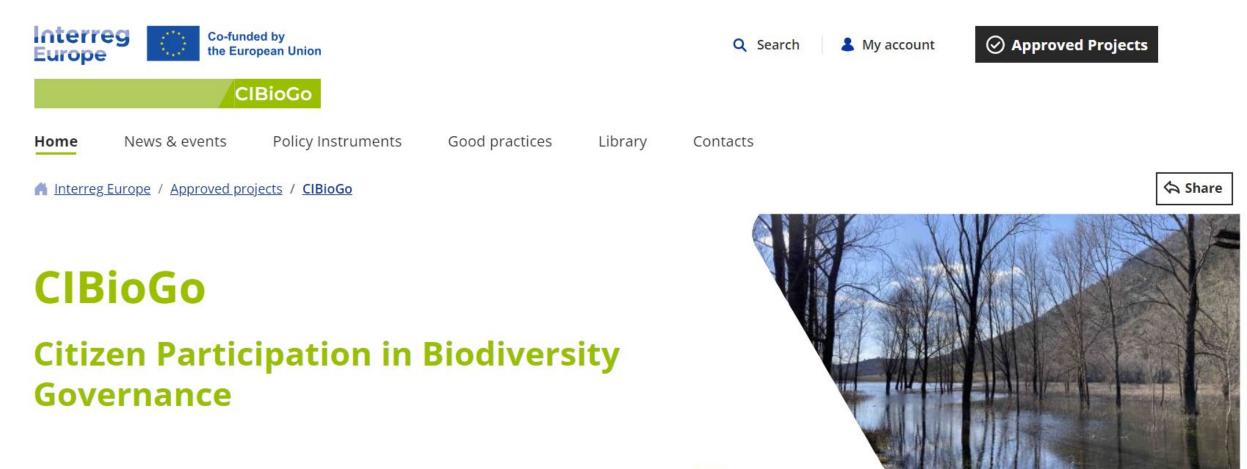


## EMBRACER

### intErconnecting MoBility acRoss europeAn CitiEs and subuRbs



# Group two and five





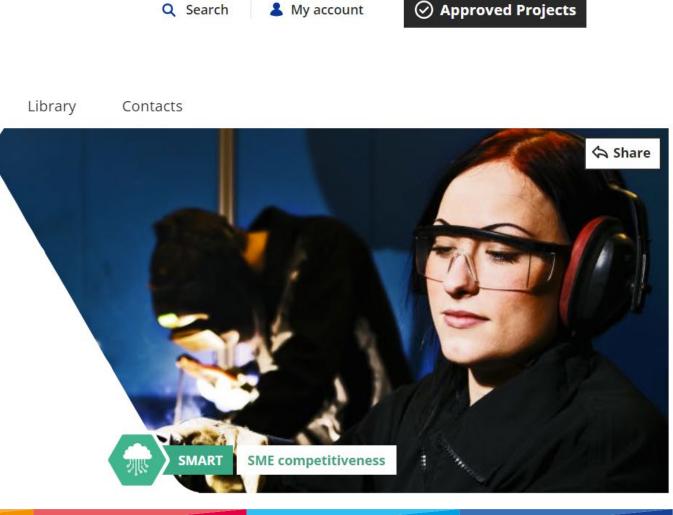
**Biodiversity preservation** 

# Group three and six



## DEBUTING

Developing Business Through Inclusiveness and Gender Awareness - New Cluster Competences



# Recap: Key ways to engage your audience

# Structure your page

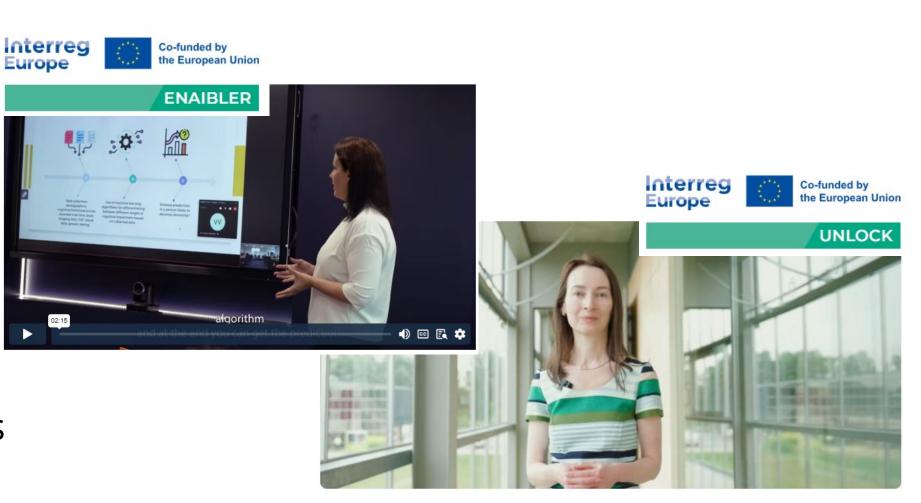
- Vary the sentence length
- Use short paragraphs, bullet points, & bold
- Use headers & subheaders

#### Julie P. Project web admin ~ Interreg Co-funded by Approved Projects Q Search Europe the European Unio SPOTLOG Home Policy Instruments Contacts News & events ☆ Bookmark 🛛 🛇 Share Interreg Europe / Approved projects / SPOTLOG **SPOTLOG** CO<sub>2</sub>-neutra Green and Socially resPOnsible ciTy Logistics InnovaTions Zero-carbon urban mobilit

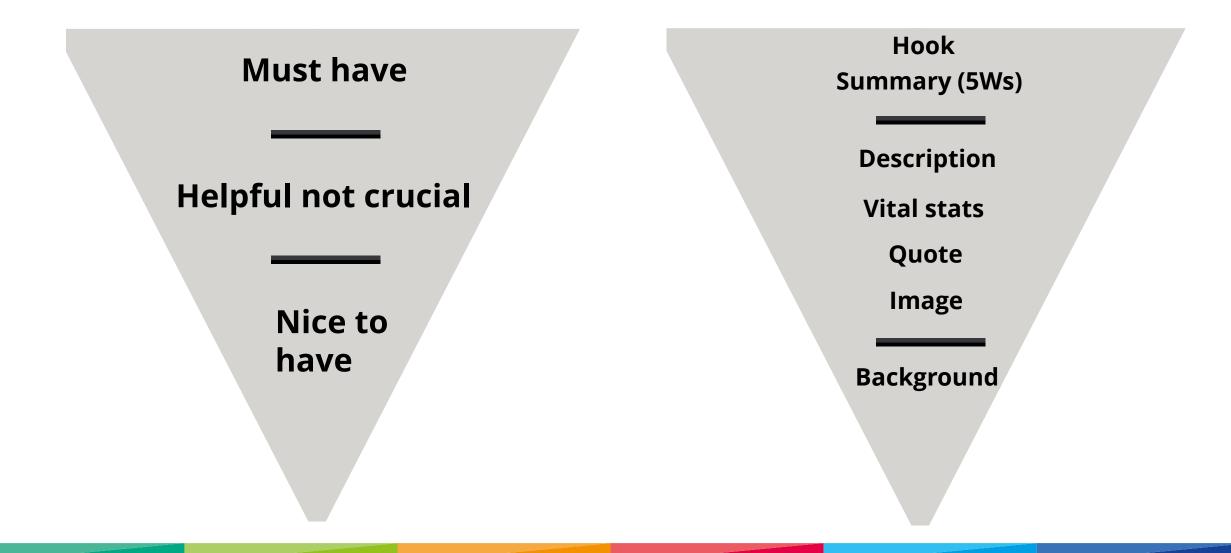
Project summary	Project summary
A few numbers	
Last edited on 13 Jun 2023	SPOTLOG's main vision is to involve local communities in creating socially responsible logistics systems, based wherever possible on zero-carbon modes, through the intelligent use of all available resources and taking advantage of the digitalisation of goods and passenger transport services. By focusing on low-density communities and medium-sized cities, SPOTLOG partners aim to improve regional policy instruments toward the European goals of inclusive and carbon-neutral mobility.
Find us on: ❤	The cross-cutting approach of SPOTLOG is intended to address multiple practical and policy aspects related to last-mile logistics support and a comprehensive assessment of urban logistic impacts on society. Based on a multidisciplinary consortium with heterogeneous backgrounds, SPOTLOG partners will build a co-creation platform focused on:

# Add variety to your content

- Quotes
- Documents
- Images
- Videos
- Links
- Call to actions

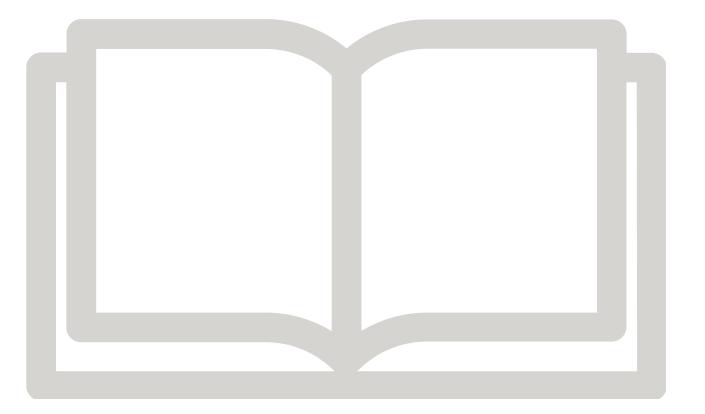


# Your news articles: the pyramid



# Your news: focus on achievements

# Your news articles: storytelling



# Write in Plain English

- Active verbs
- Mix long & short sentences
- **One idea** per sentence + one related point
- Avoid **nominalisations** (e.g. decision vs decide)
- Use the words people use every day
- Edit your work be ruthless!



# Make it accessible

SLIDE 20

The more accessible you make the website, the easier it will be for everyone.

# Accessible **links**

- The text of your link should be unique and easy to speak out loud.
- It should be **obvious** what you will get if you click on it.
- **Avoid**: click here, more, read more, next step
- Fill in ARIA label under 'Advanced'

<u>Share your project idea</u> on our website **to find partners**. Let people know what you're working on and see if they want to team up.

Or <u>search our community</u> for people with similar interests as you. **Get in touch** with them to find out if they want to form a partnership.



# Accessible **images**

## The **more information** you **fill in**, the **better it is.**

- Alternative text: describe what someone can see in the image
- Title: **descriptive title** of the image



#### Alternative text \*

Close up of two people discussing about project results in an office

This text will be used by screen readers, search engines, or when the image cannot be load

Title \*

Two people discussing about project resutls

The title is used as a tool tip when the user hovers the mouse over the image.

# Accessible **font size**

- Text should be easy to read for everyone
- Font type & size is already built into the website's code
- Clear all formatting when copy & pasting



SLIDE 24

# Get help

 $\sim$ 

# Find help and tips

- Inside the web editing tool
- User manual
- Training videos (Youtube)
- Writing for the web guide
- Help centre

# Help and tips

#### Top banner



Insert an image into your website's main banner and make your project stand out from the rest

#### To insert an image

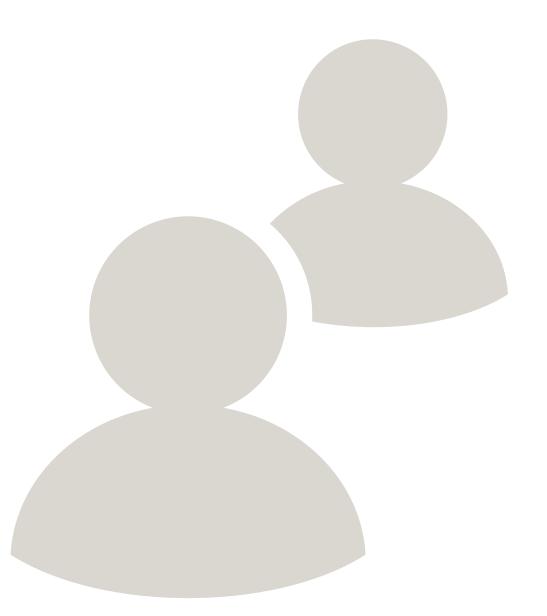
- 1. Click 'Add media'
- Choose an image file from your computer (.png, .gif, .jpg, .jpeg, .svg)
- 3. Image name: name your file so that you can find it easier later
- Alternative text: describe what is in the image. This helps people with accessibility issues. It also helps Google index your images and can increase the visibility of your website.
- Credit: Write the name of the person or company who owns the image and the URL to their website (if relevant)
- Confirm that you have the right to use this image and grant Interreg Europe and the European Union the right to reuse it for communication purposes

# Contact us for help

Send your questions to your communication officer.

Include:

- Policy Officer
- Finance Officer
- Lead partner



# Web features coming in 2025

- **Pilot actions**: add images, text and videos
- **Project results**: new page with stats, videos, images and text.









**Co-funded by** the European Union

# Thank you!

Follow us on social media: 📑 🕑 in 🖸 🙆

**Project training days 2024** Lille, France