MansfieldCT.gov Website Guide

Our website is designed to be intuitive; however this brief guide provides a quick tour of some of the key features.

Website Header

The header of every page features clickable links to the 6 main sections of the website:
- About Us
- Boards & Committees
- Business
- Schools
- Visitors
- Departments & Services

You can click on the Town Seal from any page to return to the homepage.
At the very top are links to the **calendar**, a **font size** adjustment, and a **search box**.

Homepage: News & Events

The center section of the homepage highlights News & Announcements and Upcoming Events.

Click on the listed item to get a pop-up box with more details.

Or click on the "More…" links to view additional news/announcements and events

Homepage Continued…

The right side of the homepage lists the most frequently accessed links:

- **How Do I…**
  Common questions / info.

- **E-Mail Notifications**
  Sign-up for our email news lists.

- **Minutes & Agendas**
  Available for all committees.

- **Citizen Communications**
  Send and receive communication.

- **Job & Volunteer Opportunities**
  Paid and unpaid positions.

- **Document Center**
  Easy-to-use location for document access.

The left side of the homepage highlights featured functions & information:

At the top are icons for common functions:
- **Print**: Print the homepage.
- **Contact**: Phone & e-mail directory.
- **RSS**: Information feeds.
- **Document Center**: Access documents.
- **Share this Page**: Social media sharing sites.

A brief **Welcome to Mansfield** paragraph highlights our town and includes a "*Learn More…*" link for additional information.

The **Featured Link** section highlights different items of interest in the website along with a link to view all of the currently featured links.

Content Pages

All of the website pages include the following common navigation features:

1. "Print this page" and "Email this page" functions.
2. Main links for this section of the website.
3. Navigation list that allows you to click related sections.
4. Visual pull down highlights the section.

Document Center

The "Document Center" is a central and easy-to-use place to access documents.

Use the pull down menu to select a category of documents to view.

New Item!

Visit the "Agenda and Minutes" page and then click on the link for "**Town Council Audio Files Page**" for on-demand access to the audio from Town Council meetings.

Useful Tip:

For the best experience, we recommend that you make **mansfieldct.gov** and **mansfieldct.qscend.com** exceptions to your computer's website pop-up blocker.