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Overview

This article will show you how to add a full page background image to an Event using inline [CSS](#) and your **System Gallery** (*to host the image file on our server*).

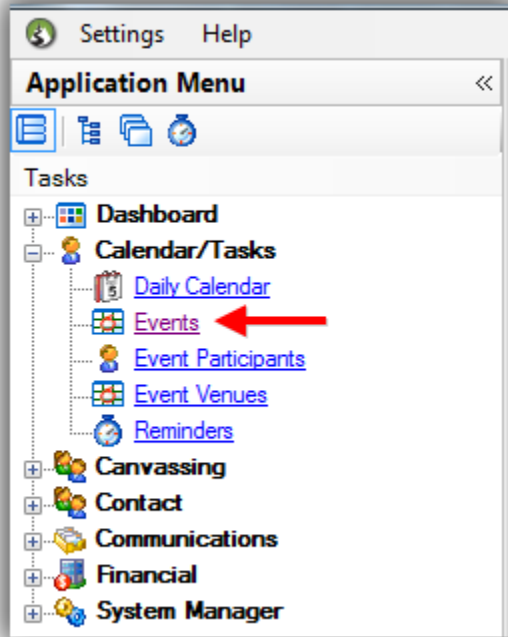
Outline

- #1 Upload your Image to your System Gallery, and Publish it to the Web
- #2 Enter Inline CSS for your Background Image into the Event Description and Test It
- #3 Related Resources

#1 Upload your Image to your System Gallery, and Publish it to the Web

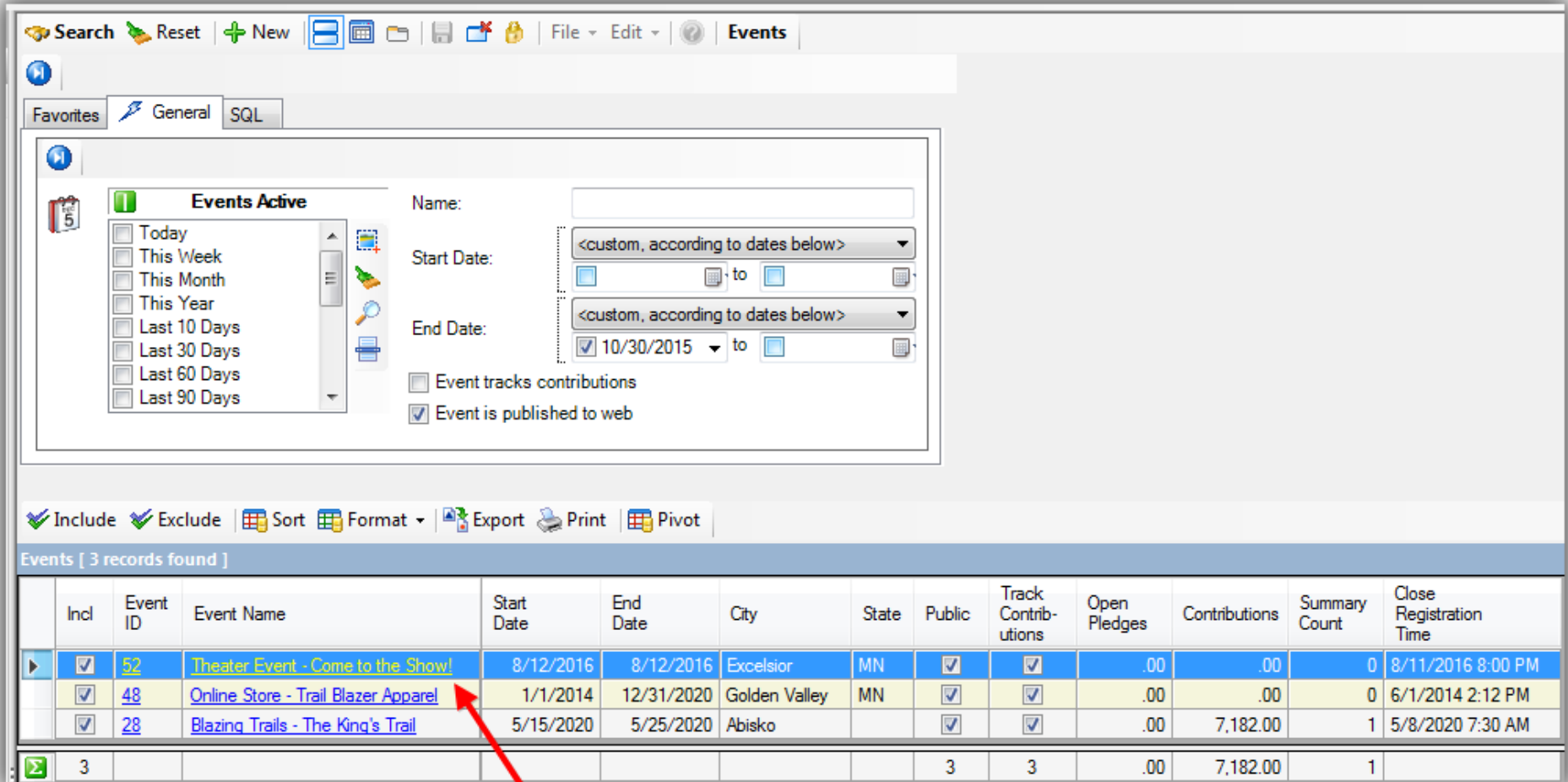
 **Tip:** [Click here](#) to read a detailed article on uploading an image to your **System Gallery**.

Navigate to the **Events** list.



Search for the event you want to add a background image for OR [create a new event](#). *In this example I searched for an event that was **already** created in by database, and published to the web, called **“Theater Event – Come to the Show!”**.*

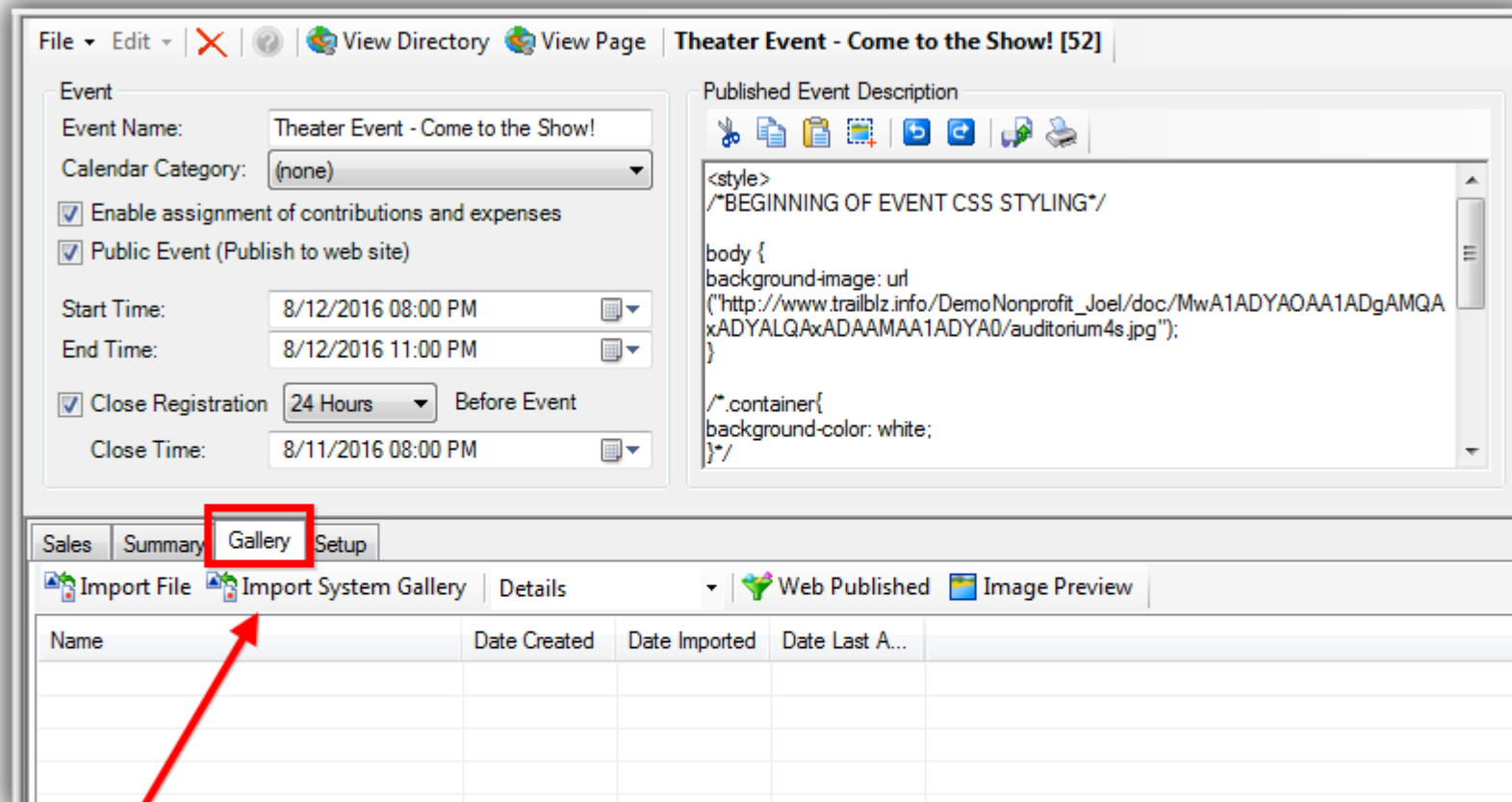
Query for the event and open it OR click [+ New] to create a new event.



Incl	Event ID	Event Name	Start Date	End Date	City	State	Public	Track Contributions	Open Pledges	Contributions	Summary Count	Close Registration Time
<input checked="" type="checkbox"/>	52	Theater Event - Come to the Show!	8/12/2016	8/12/2016	Excelsior	MN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	.00	0	8/11/2016 8:00 PM
<input checked="" type="checkbox"/>	48	Online Store - Trail Blazer Apparel	1/1/2014	12/31/2020	Golden Valley	MN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	.00	0	6/1/2014 2:12 PM
<input checked="" type="checkbox"/>	28	Blazing Trails - The King's Trail	5/15/2020	5/25/2020	Abisko		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	7,182.00	1	5/8/2020 7:30 AM
<input checked="" type="checkbox"/>	3						3	3	.00	7,182.00	1	

If selecting an event you've already created, click on the name hyperlink to open that event record.

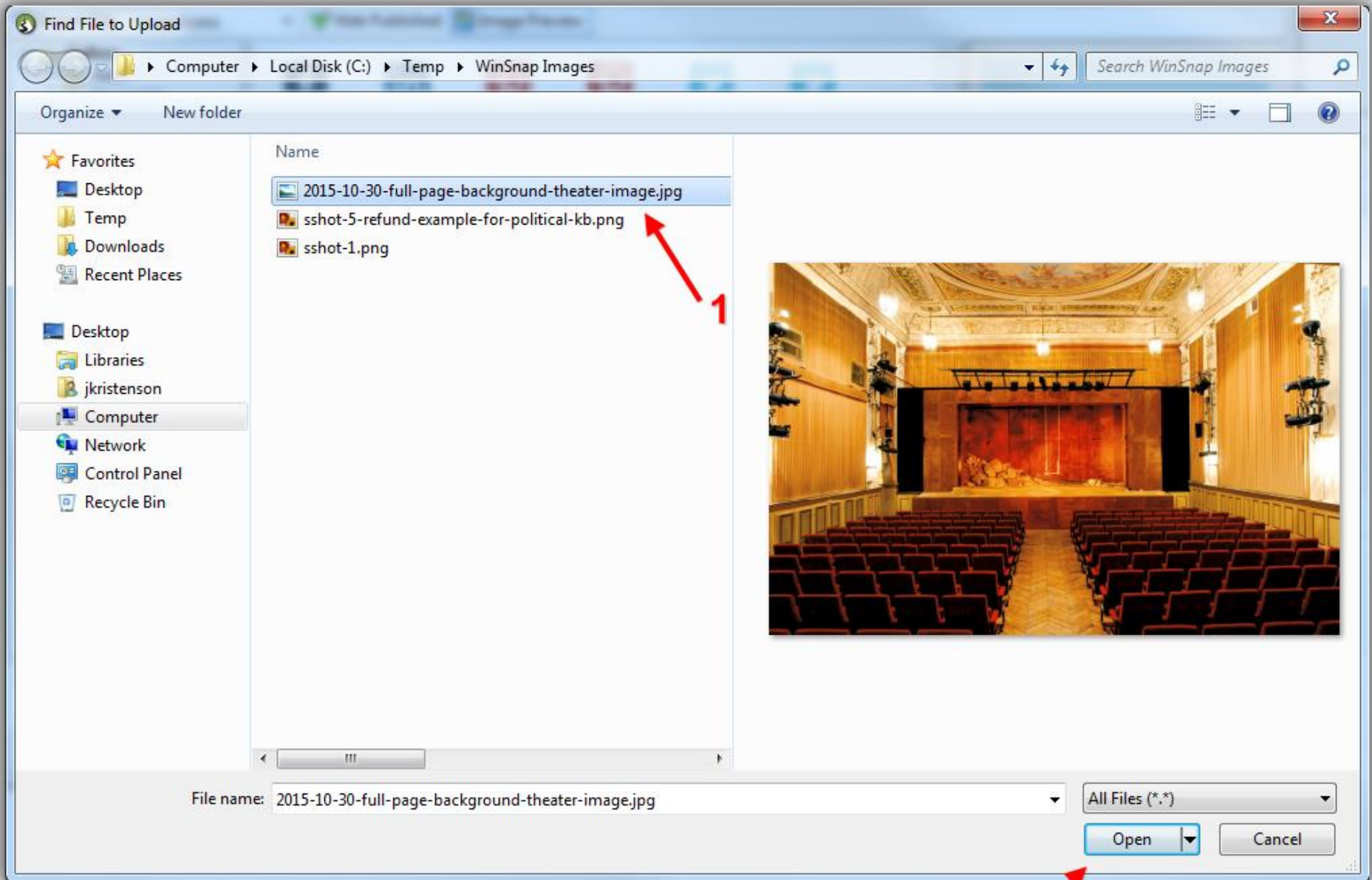
Navigate to the **Gallery** tab, and click **[Import System Gallery]**. *Alternately you could click the [Import File] button if you wanted to just store the image in the single event record vs the system wide Gallery.*



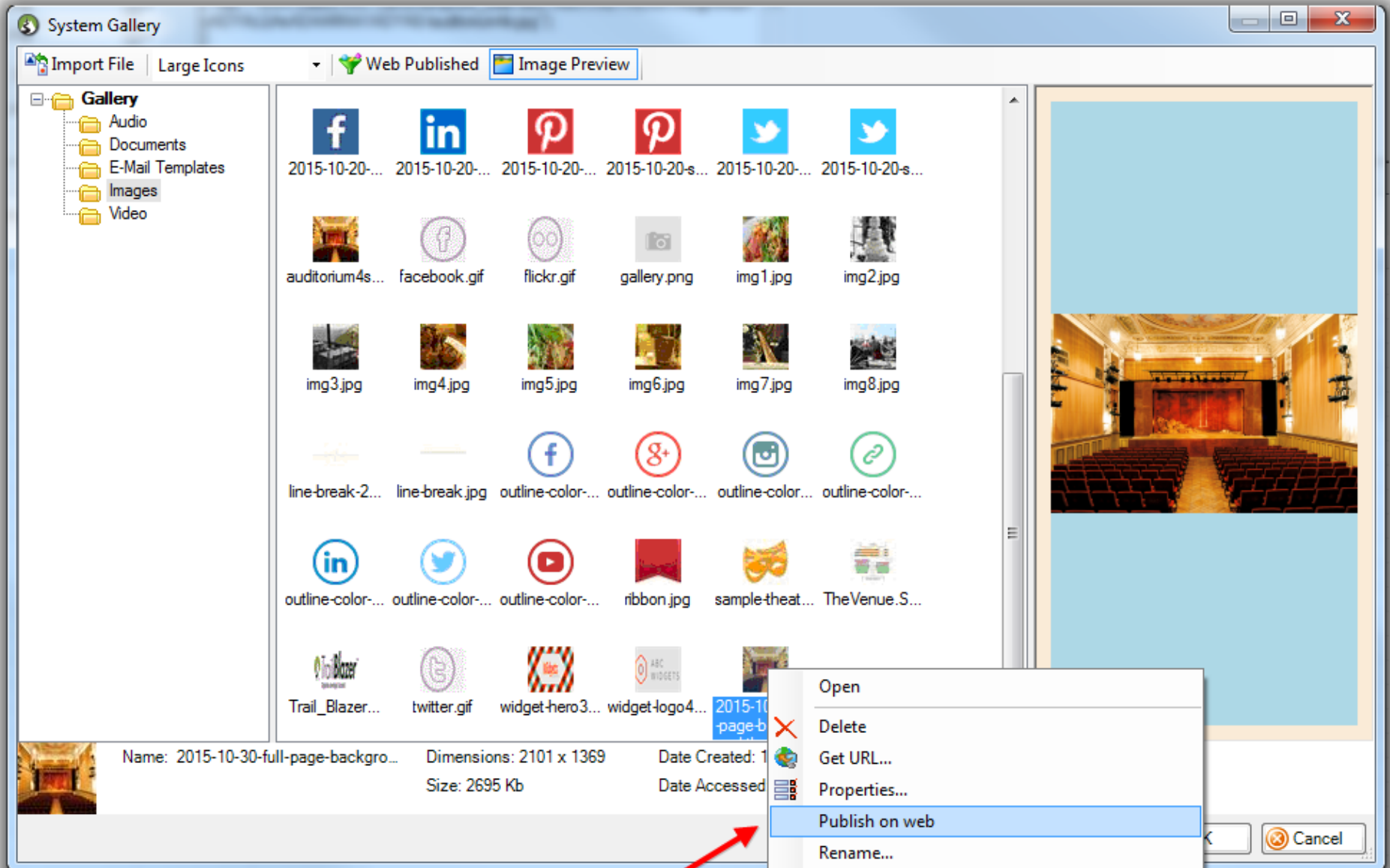
Click on the [Import System Gallery] button if you want the image to be available in other areas of the database e.g. for other events you create down the road.

Select the **Images** folder and then click **[Import File]** button in the upper-left.

Locate the image file on your machine, and click **[Open]**.

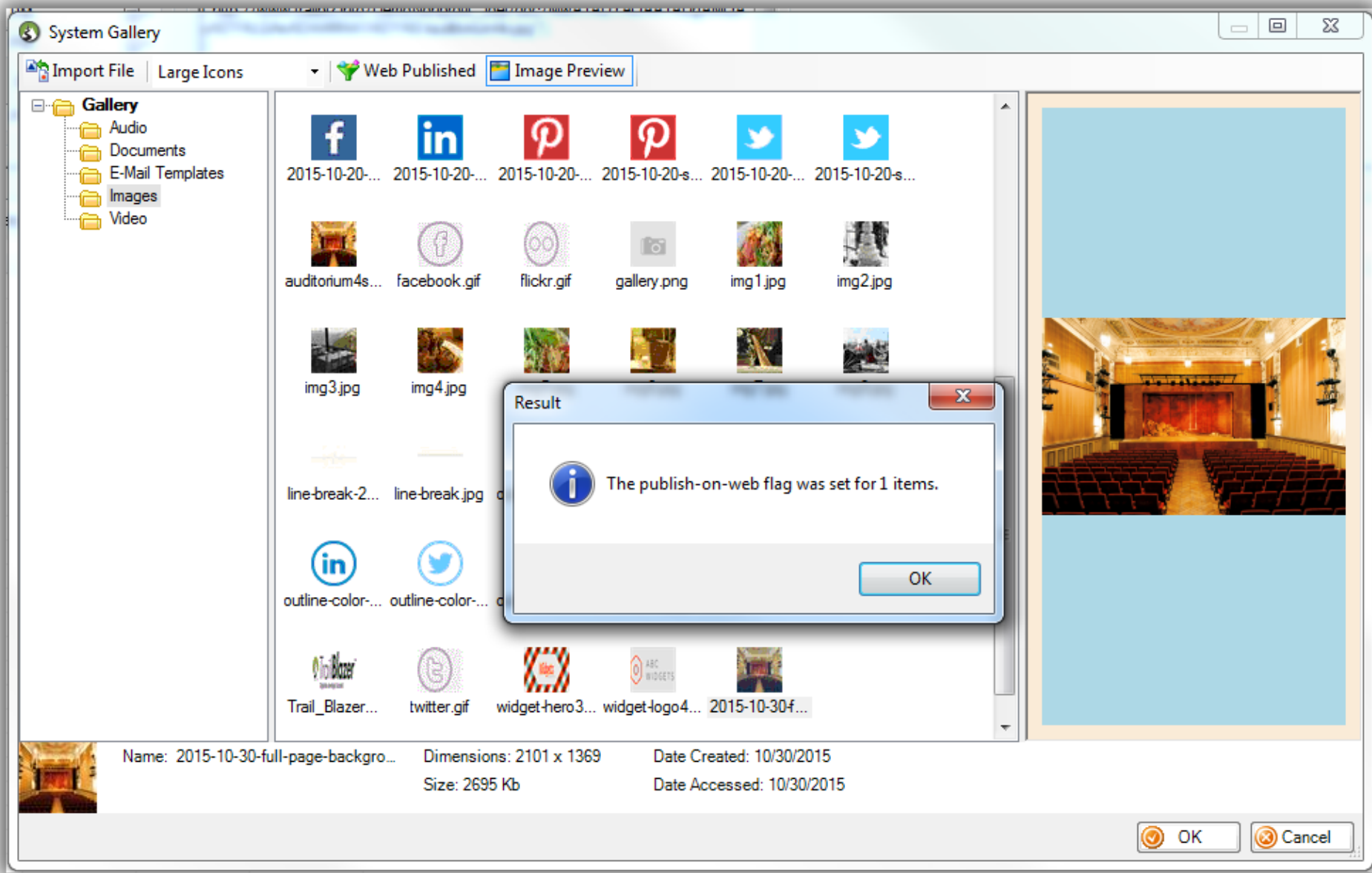


Once the file is uploaded, right-click it, and select '**Publish to Web**'.

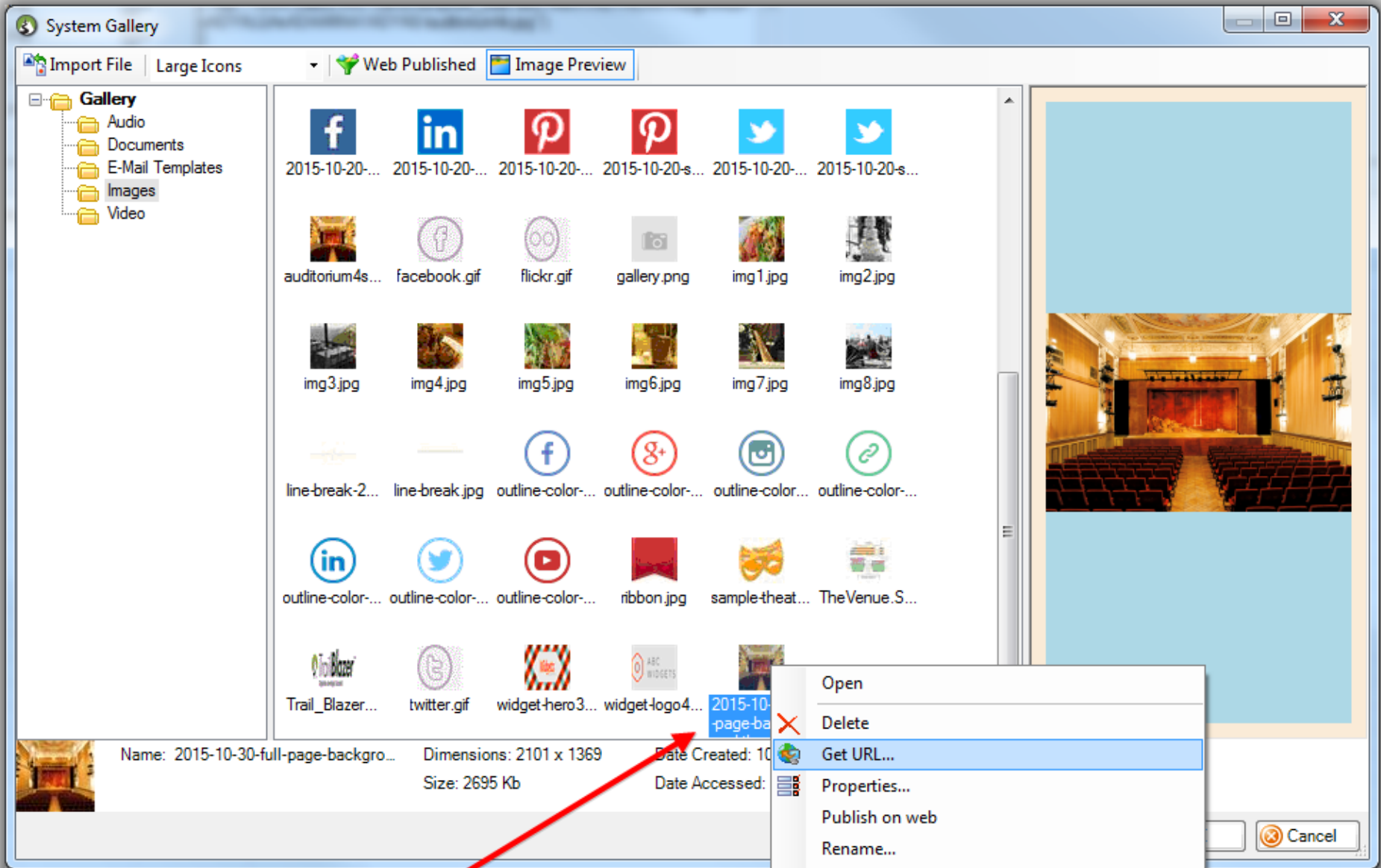


Right-click the image file and click [Publish on web].

This message will display once the image is published on the web (*hosted on Trail Blazer's servers*), click **[OK]** to proceed.



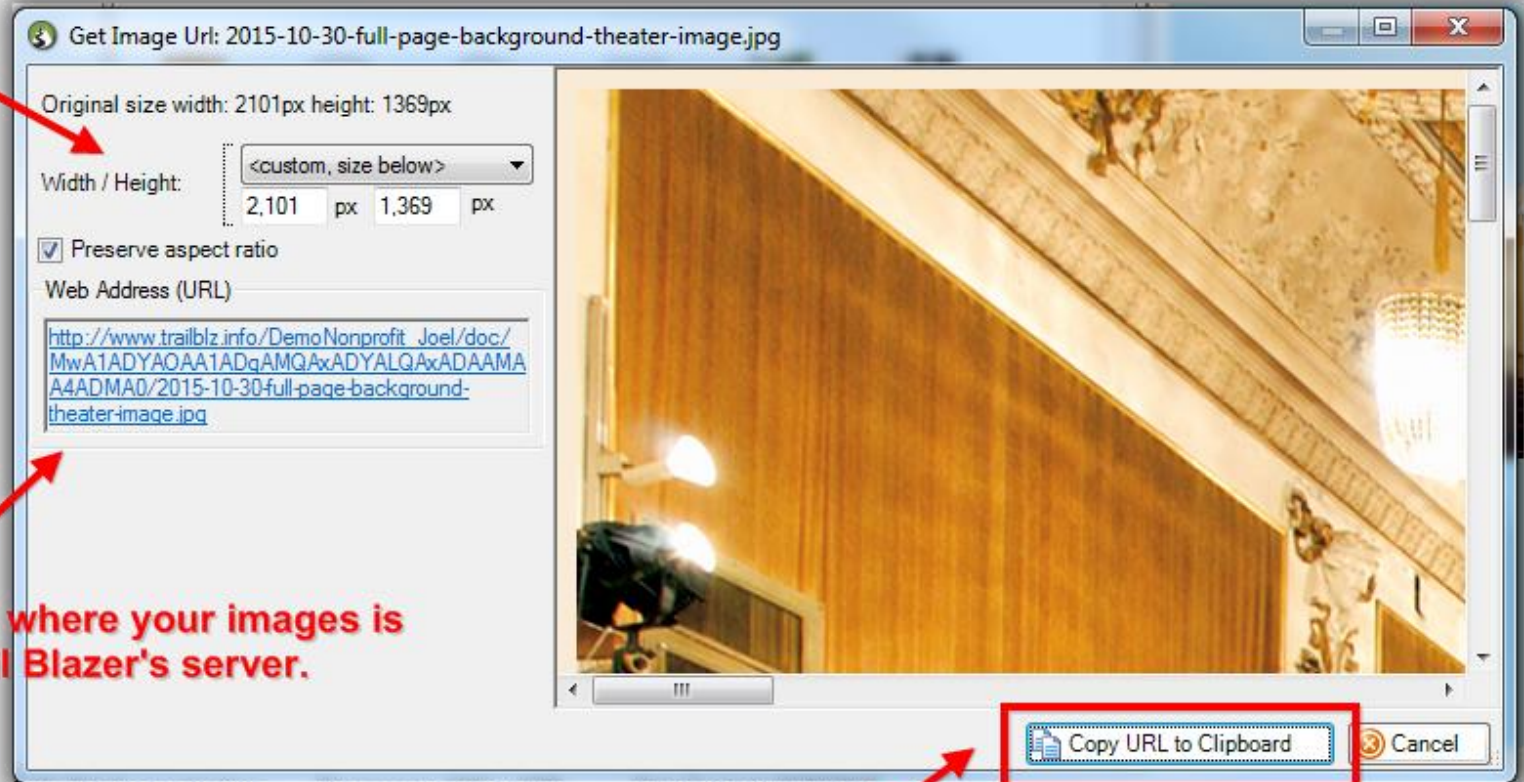
Right-click the image a second time, and select '**Get URL...**'.



Right-click the image, and select 'Get URL...'

This will display a window with the images dimensions. Click the **[Copy URL to Clipboard]** button.

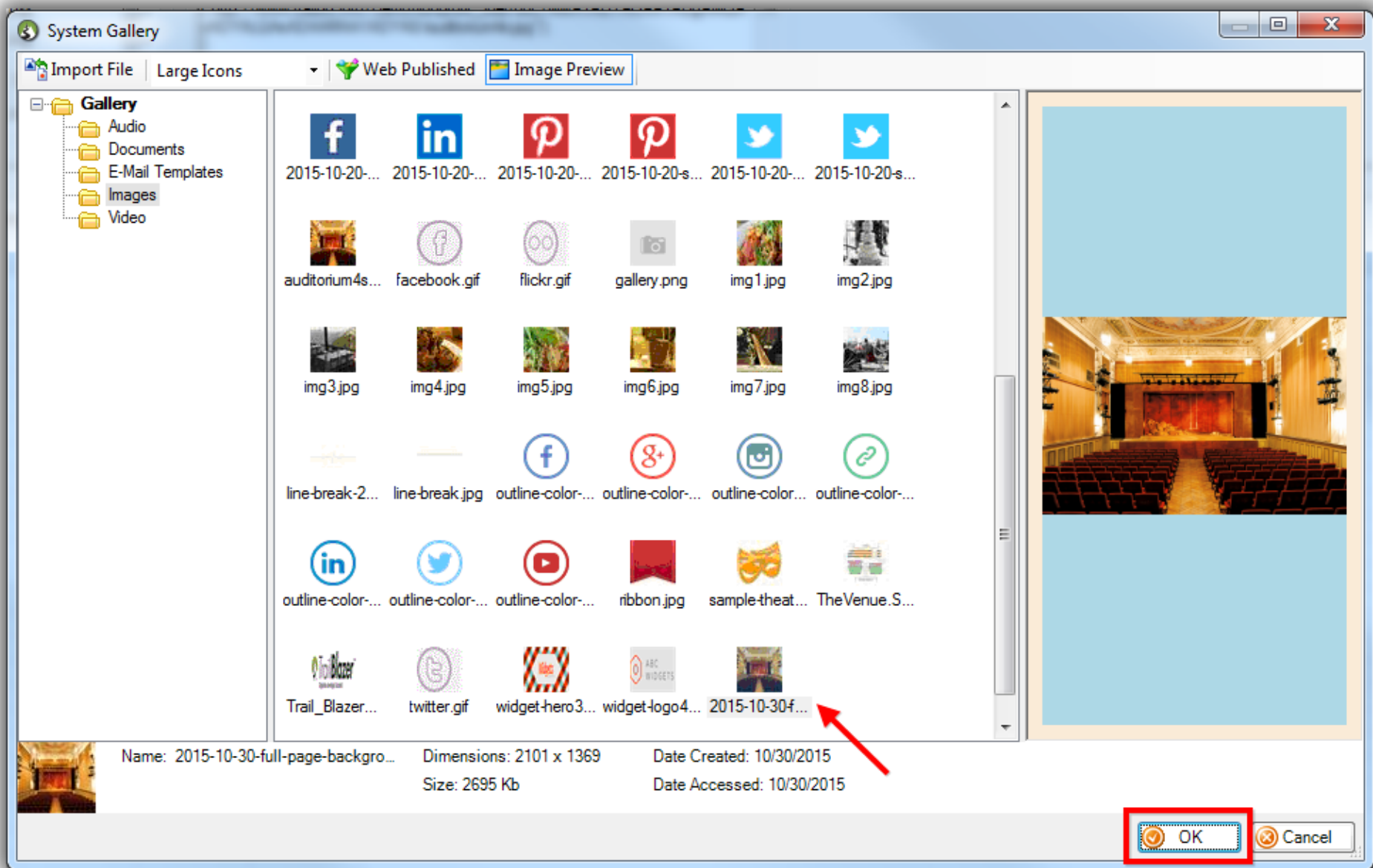
Details about the image size.



This is the location where your images is now hosted on Trail Blazer's server.

once the image URL is copied to your clipboard you can use it in the CSS styling of your event.

Once the URL is copied to the clipboard, highlight the image, and click **[OK]** if you would like to store the image in the event record itself. Otherwise click **[Cancel]** to return back to the event record.



The image(s) will be stored under the **Gallery** tab, with relevant details below.

File Edit View Directory View Page Theater Event - Come to the Show! [52]

Event
 Event Name: Theater Event - Come to the Show!
 Calendar Category: (none)
 Enable assignment of contributions and expenses
 Public Event (Publish to web site)
 Start Time: 8/12/2016 08:00 PM
 End Time: 8/12/2016 11:00 PM
 Close Registration 24 Hours Before Event
 Close Time: 8/11/2016 08:00 PM

Published Event Description


```
<style>
/*BEGINNING OF EVENT CSS STYLING*/

body {
background-image: url
("http://www.trailblz.info/DemoNonprofit_Joel/doc/MwA1ADYAOAA1ADgAMQA
xADYALQAxADAAMAA1ADYA0/auditorium4s.jpg");
}


/*:container{
background-color: white;
}*/
```

Sales Summary Gallery Setup

Import File Import System Gallery Details Web Published Image Preview


Name	Date Created	Date Imported	Date Last Accessed
 2015-10-30-full-page-background-theater-image.jpg	10/30/2015	12/31/9999	12/31/9999

If you chose to add your image(s) to the event record, they'll display here with details below.

 Name: 2015-10-30-full-page-backgro... Dimensions: 0 x 0
Size: 0 Kb Date Created: 10/30/2015
Date Accessed: 06/06/2079

Logon = [Joel Kristenson](#) Save Save and Close Print Cancel

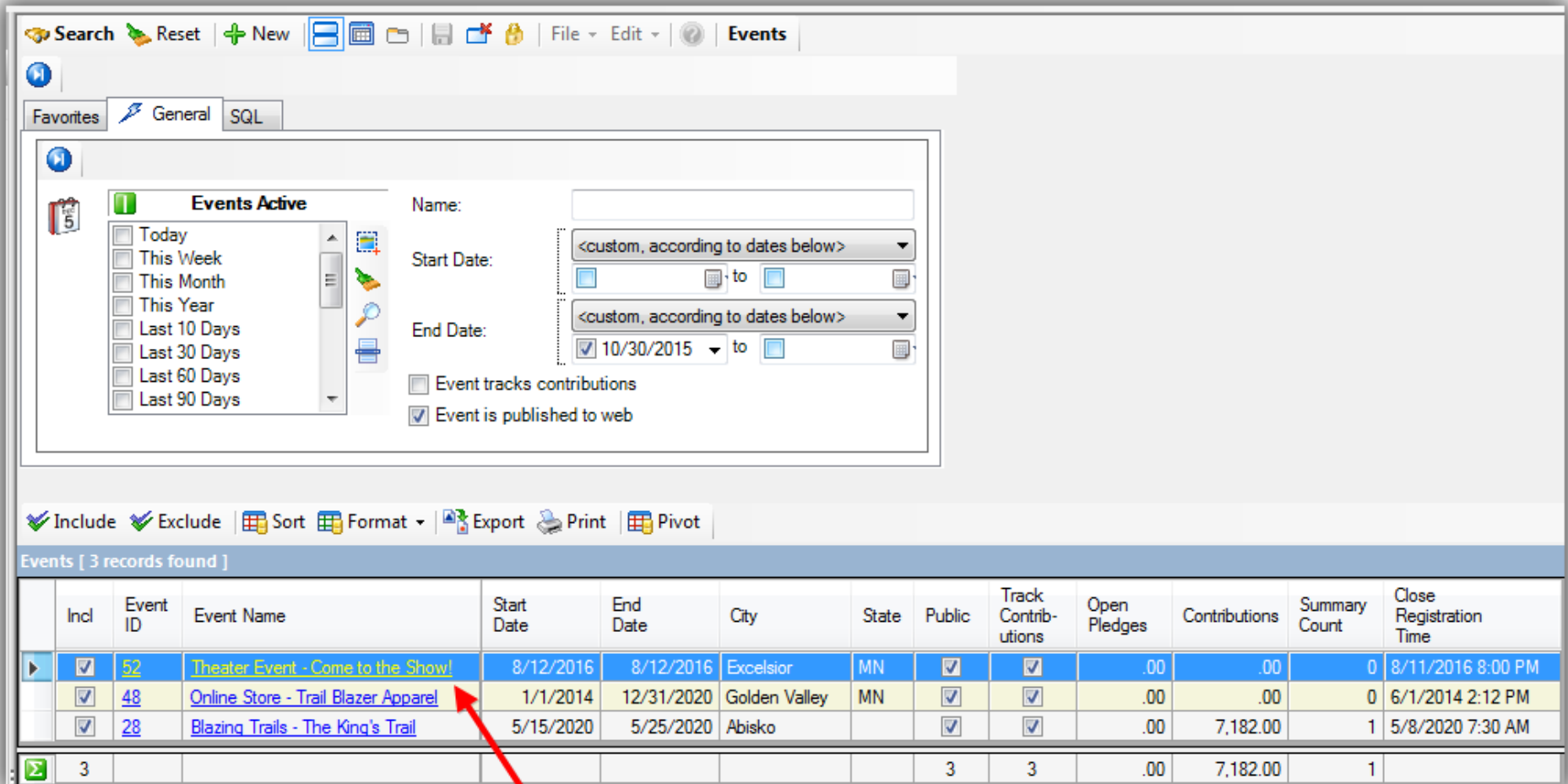
That completes the steps necessary to upload the image, and host in on our server. The next section will show you how to insert the URL of the image into your **Event's Description** box.

 **Tip:** If you don't plan on moving to section #2 right away, you can save the image URL in a text editing file for future use.

#2 Enter Inline CSS for your Background Image into the Event Description and Test It

Follow **Application Menu > Calendar/Tasks > Events** and open the event record that you're going to add a background image for. In this example I opened a previously created event called "**Theater Event – Come to the Show!**".

Query for the event and open it OR click [+ New] to create a new event.



The screenshot shows the TrailBlazer Events management interface. The top section contains a search and filter panel with options like 'Today', 'This Week', 'This Month', 'This Year', 'Last 10 Days', 'Last 30 Days', 'Last 60 Days', and 'Last 90 Days'. Below that is a table of events with columns for Event ID, Event Name, Start Date, End Date, City, State, Public, Track Contributions, Open Pledges, Contributions, Summary Count, and Close Registration Time. A red arrow points to the 'Theater Event - Come to the Show!' row.

Incl	Event ID	Event Name	Start Date	End Date	City	State	Public	Track Contributions	Open Pledges	Contributions	Summary Count	Close Registration Time
<input checked="" type="checkbox"/>	52	Theater Event - Come to the Show!	8/12/2016	8/12/2016	Excelsior	MN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	.00	0	8/11/2016 8:00 PM
<input checked="" type="checkbox"/>	48	Online Store - Trail Blazer Apparel	1/1/2014	12/31/2020	Golden Valley	MN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	.00	0	6/1/2014 2:12 PM
<input checked="" type="checkbox"/>	28	Blazing Trails - The King's Trail	5/15/2020	5/25/2020	Abisko		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	7,182.00	1	5/8/2020 7:30 AM
<input checked="" type="checkbox"/>	3						<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	.00	7,182.00	1	

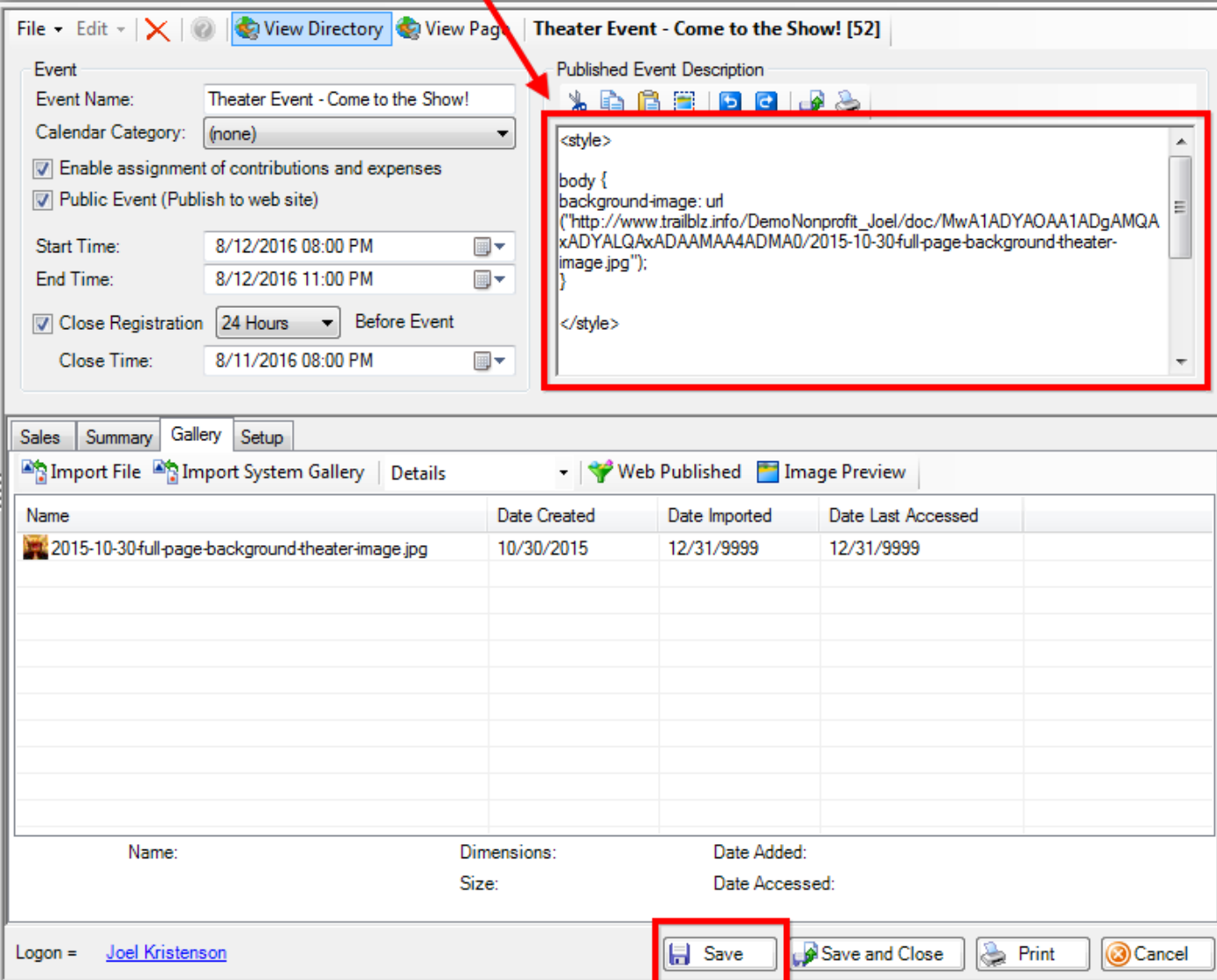
If selecting an event you've already created, click on the name hyperlink to open that event record.

In the **Description** section of the event record paste in the following code, (make **sure** the code in red is replaced with the URL string copied in the previous steps):

```
<style>
body {
background-image: url("Image Source URL Goes Here e.g. http://trailblz.info/YourDatabaseName/images/2015-11-02-event-background-image.jpg");
}
</style>
```

Click **[Save]** once you're finished. *My example event description is below.*


My example event description with the background image added with inline CSS.



The screenshot shows the TrailBlazer software interface for editing an event. The event name is "Theater Event - Come to the Show!". The "Published Event Description" field contains the following CSS code:

```
<style>
body {
background-image: url
("http://www.trailblz.info/DemoNonprofit_Joel/doc/MwA1ADYAOAA1ADgAMQA
xADYALQAxADAAMAA4ADMA0/2015-10-30-full-page-background-theater-
image.jpg");
}
</style>
```

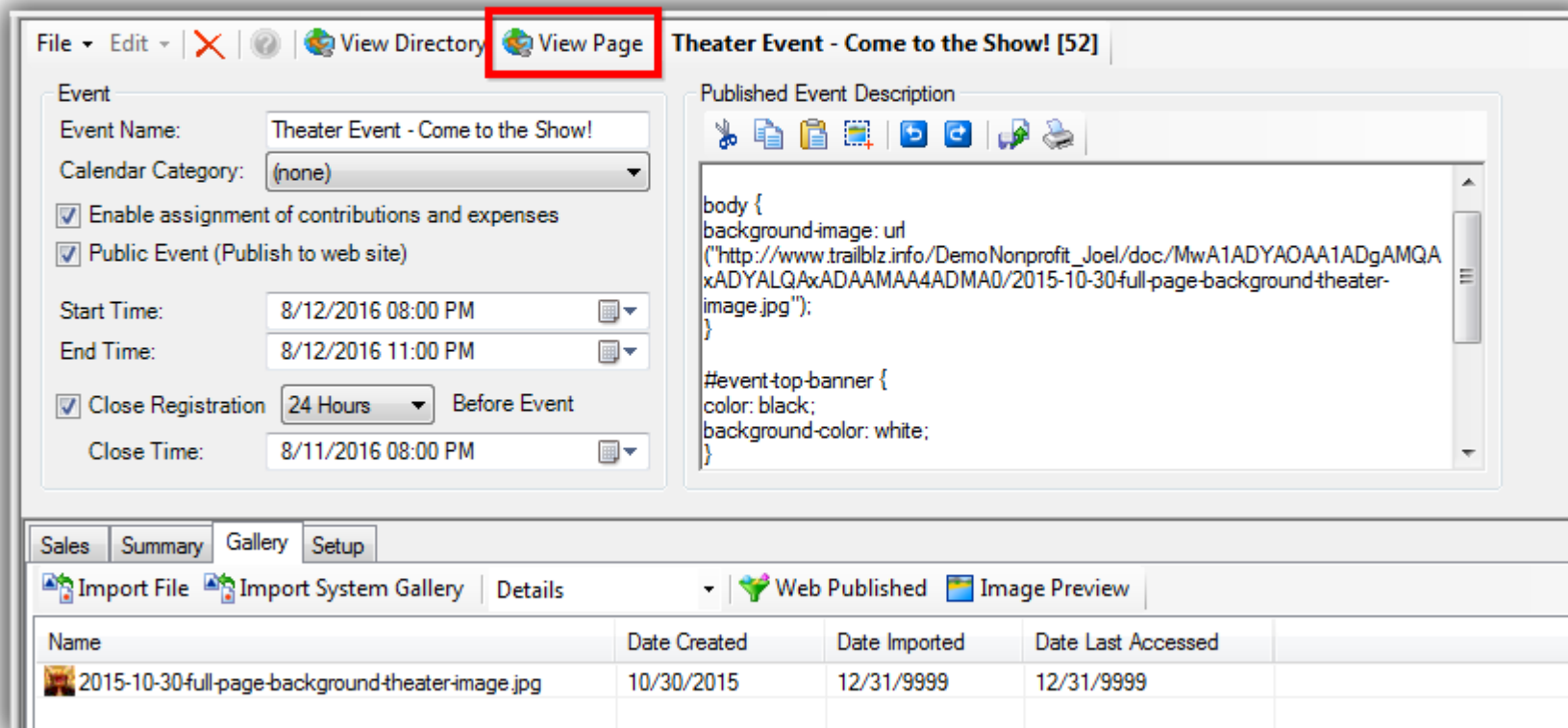
The "Save" button at the bottom of the interface is highlighted with a red box.

Name	Date Created	Date Imported	Date Last Accessed
 2015-10-30-full-page-background-theater-image.jpg	10/30/2015	12/31/9999	12/31/9999

Click [Save] once the description

Click the **[View Page]** button at the top of the event record to **test** that the background image displays as desired.

Preview what the event looks like after saving it with the event description.



The screenshot shows the TrailBlazer event management interface. At the top, the 'View Page' button is highlighted with a red box. The event details on the left include:


- Event Name: Theater Event - Come to the Show!
- Calendar Category: (none)
- Enable assignment of contributions and expenses
- Public Event (Publish to web site)
- Start Time: 8/12/2016 08:00 PM
- End Time: 8/12/2016 11:00 PM
- Close Registration: 24 Hours Before Event
- Close Time: 8/11/2016 08:00 PM

The 'Published Event Description' area contains the following CSS code:

```
body {
background-image: url
("http://www.trailblz.info/DemoNonprofit_Joel/doc/MwA1ADYAOAA1ADgAMQA
xADYALQAxADAAMAA4ADMA0/2015-10-30-full-page-background-theater-
image.jpg");
}

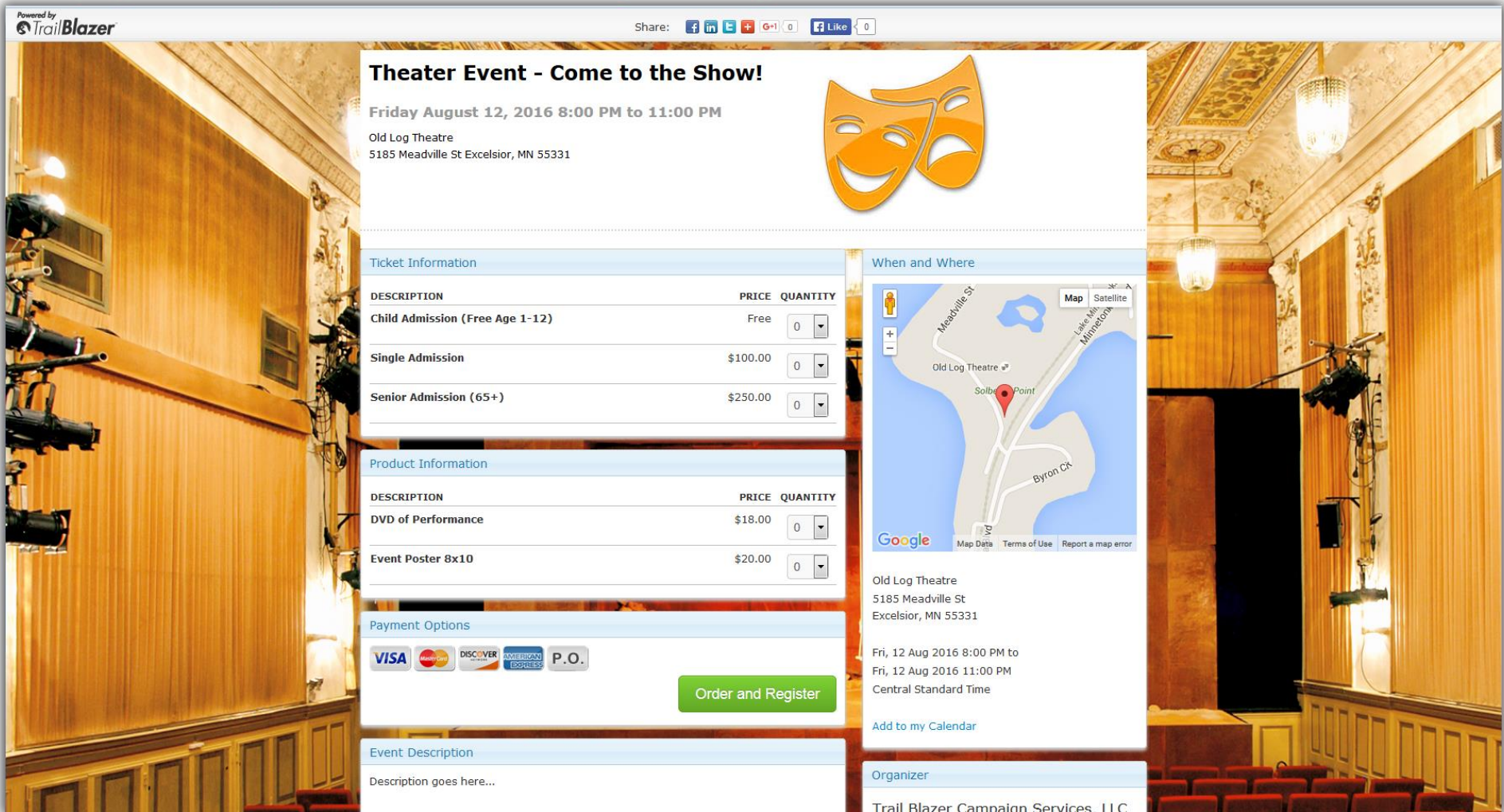
#event-top-banner {
color: black;
background-color: white;
}
```

At the bottom, a table lists the background image file:

Name	Date Created	Date Imported	Date Last Accessed
 2015-10-30-full-page-background-theater-image.jpg	10/30/2015	12/31/9999	12/31/9999

Your event online will now look something like this:

Example preview of my theater event after the background image was added.




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Theater Event - Come to the Show!

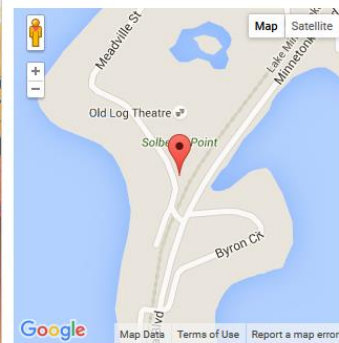
Friday August 12, 2016 8:00 PM to 11:00 PM
 Old Log Theatre
 5185 Meadville St Excelsior, MN 55331



Ticket Information

DESCRIPTION	PRICE	QUANTITY
Child Admission (Free Age 1-12)	Free	0
Single Admission	\$100.00	0
Senior Admission (65+)	\$250.00	0

When and Where



Old Log Theatre
 5185 Meadville St
 Excelsior, MN 55331






Fri, 12 Aug 2016 8:00 PM to
 Fri, 12 Aug 2016 11:00 PM
 Central Standard Time

[Add to my Calendar](#)

Product Information

DESCRIPTION	PRICE	QUANTITY
DVD of Performance	\$18.00	0
Event Poster 8x10	\$20.00	0

Payment Options

[Order and Register](#)

Event Description

Description goes here...

Organizer

Trail Blazer Campaign Services, LLC

To view a **live preview** of my mock event [Click Here](#). The full code used for this example is below. Feel free to use it as a starting point, swap out the code in **red** with your own image source URL:

```
/*SAMPLE INLINE CSS FOR ABOVE EVENT – START*/
```

```
<style>
```

```
body {  
background-image:  
url("http://www.trailblz.info/DemoNonprofit_Joel/doc/MwA1ADYA0AA1ADgAMQAxADYALQxADAAMAA4ADMA0/2015-10-30-  
full-page-background-theater-image.jpg");  
}
```

```
#event-top-banner {  
color: black;  
background-color: white;  
}
```

```
</style>
```

```
<p>Description goes here...<br /><br /></p>
```

```
/*SAMPLE INLINE CSS FOR ABOVE EVENT – END*/
```

Always* use your own work/images to avoid copyright infringement, and feel free to call our support team for any assistance setting up and managing your events in **Trail Blazer.

This concludes the steps, the **related resources** below link to variety of other event related articles and videos.



Trail Blazer™

- YouTube Channel
- Knowledge Base Articles
- 3rd Party Resources

#3 Related Resources

Article: [How to Style your Event Pages – 4 Example Mock Events – Sample CSS Code with Descriptions](#)

Article: [How to Upload an Image to your System Gallery](#)

Article: [Events 2013 | How to Create an Event with Tickets and Merchandise](#)

Article: [Events 2014 – Part I](#)

Article: [Events 2014 – Part II](#)


Article: [Purchase Orders](#)

Video: [Events 2013](#)

3rd Party Tool: [Gimp – Free Photo Editor](#)

3rd Party Learning Resource: [w3schools – Inline CSS](#)

Trail Blazer Live Support

 **Phone:** 1-866-909-8700

 **Email:** support@trailblz.com

 **Facebook:** <https://www.facebook.com/pages/Trail-Blazer-Software/64872951180>

 **Twitter:** <https://twitter.com/trailblazersoft>

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** After registering you'll receive a confirmation email with the instructions for how to log into the [GoToMeeting](#) session where we host our live interactive trainings.*

** This service is included in your contract.*