

**[Click Here](#)** to view/download this article as a **PDF**.

**Author:** Joel Kristenson

**Last Updated:** 3/18/2014

## Overview

This article will show you how to add an image to the background of an Event using an inline [CSS](#).

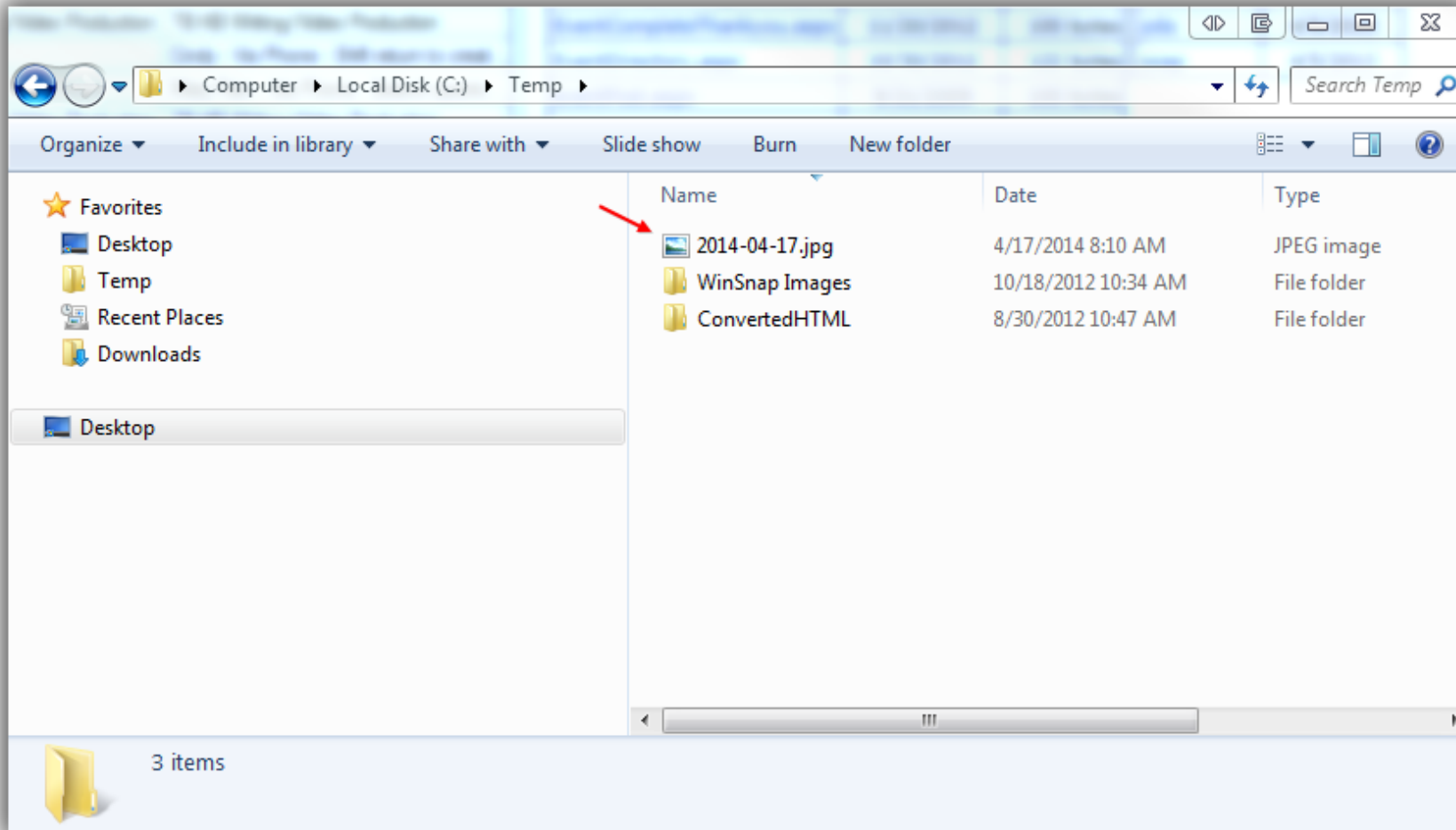
## Outline

- #1 Upload your Image to your Web Services Application Menu
- #2 Enter Inline CSS for your Image into the Event Description
- #3 Related Resources

## #1 Upload your Image to your Web Services Application Menu

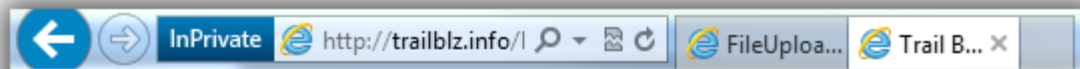
[Click here](#) to read an in-depth KB on how to prep and upload an image.

Resize and save your image on your local machine. *In this example I used a fairly large image (1290 x 1200 – pixels) called “2014-04-17.jpg”. Using a large image is beneficial for people signing up for the event on a larger screen, but will slow down loading speeds for people using smaller devices.*



Open up a browser to your **Web Services Application Menu** (<http://www.trailblz.info/YourDatabaseName>).

**Web Services - Application Menu**  
**(www.trailblz.info/YourDatabaseName)**



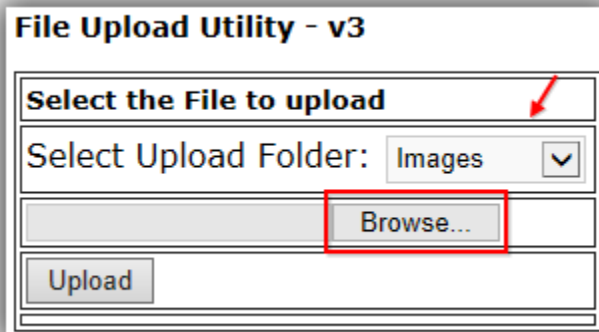
## Trail Blazer Application Menu:

File Name	Last Write Time	File Size	Name	Modified Date
Checkout.aspx	4/7/2009	100 bytes	app_themes	4/5/2013
default.aspx	3/2/2006	2,469 bytes	bin	3/12/2014
Donations.aspx	9/27/2013	135 bytes	documents	1/27/2014
EventComplete.aspx	8/23/2012	122 bytes	images	2/11/2014
EventCompleteRegister.aspx	10/11/2012	122 bytes	mobi	4/5/2013
EventCompleteThankyou.aspx	11/20/2012	100 bytes	pda	4/5/2013
EventDirectory.aspx	10/30/2012	122 bytes	soap	4/5/2013
eventPost.aspx	9/21/2009	100 bytes		
events.aspx	3/23/2006	100 bytes		
eventSignup.aspx	3/23/2006	100 bytes		
eViewer.aspx	7/9/2009	100 bytes		
Forward.aspx	8/25/2006	100 bytes		
listDocs.aspx	10/26/2007	2,155 bytes		
listImages.aspx	10/26/2007	2,149 bytes		
listStyles.aspx	10/21/2008	2,153 bytes		
locktest.aspx	4/6/2007	100 bytes		
logon.aspx	10/5/2009	100 bytes		
ShoppingCart.aspx	4/7/2009	100 bytes		
Signup.aspx	3/1/2006	100 bytes		
SignupEmail.aspx	3/10/2010	100 bytes		
SignupGroups.aspx	3/1/2006	100 bytes		
SignupNoGroups.aspx	11/10/2009	100 bytes		
SignupShort.aspx	3/10/2010	100 bytes		
signup_post.aspx	2/8/2008	100 bytes		
SubscriptionStatus.aspx	12/9/2010	100 bytes		
thankyou.aspx	9/18/2007	100 bytes		
Unsubscribe.aspx	4/4/2006	100 bytes		

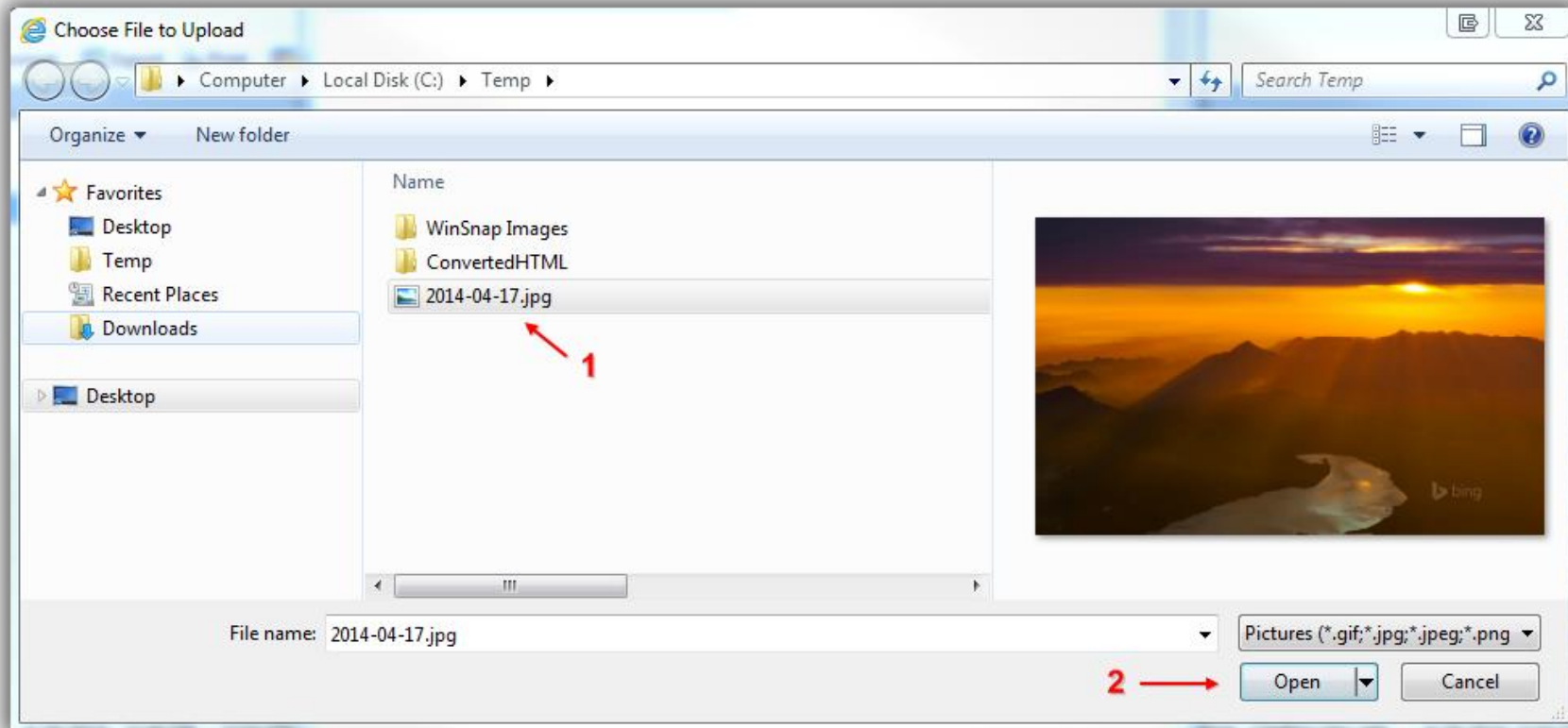
Click **upload.aspx** at the bottom of the 1<sup>st</sup> column.

<a href="#">signup_post.aspx</a>	2/8/2008	100 bytes
<a href="#">SubscriptionStatus.aspx</a>	12/9/2010	100 bytes
<a href="#">thankyou.aspx</a>	9/18/2007	100 bytes
<a href="#">Unsubscribe.aspx</a>	4/4/2006	100 bytes
<a href="#">upload.aspx</a>	11/21/2008	2,591 bytes

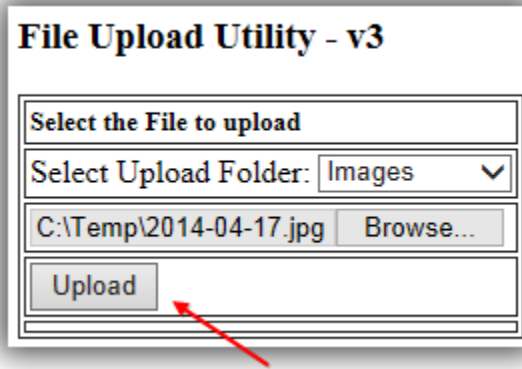
Make sure that Images is selected from the **Folder** drop down, click [**Browse...**].



Select your image from your computer and click [**Open**].



Click **[Upload]**.



**File Upload Utility - v3**

Select the File to upload

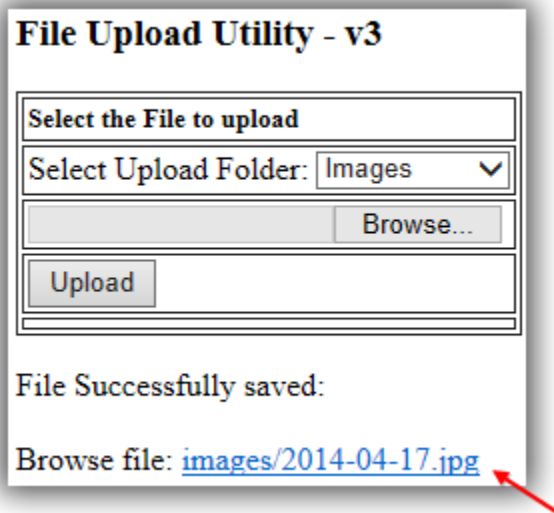
Select Upload Folder: Images ▾

C:\Temp\2014-04-17.jpg Browse...

Upload

A red arrow points to the Upload button.

Click on the [blue](#) hyperlink to view the image in its new location.



**File Upload Utility - v3**

Select the File to upload

Select Upload Folder: Images ▾

Browse...

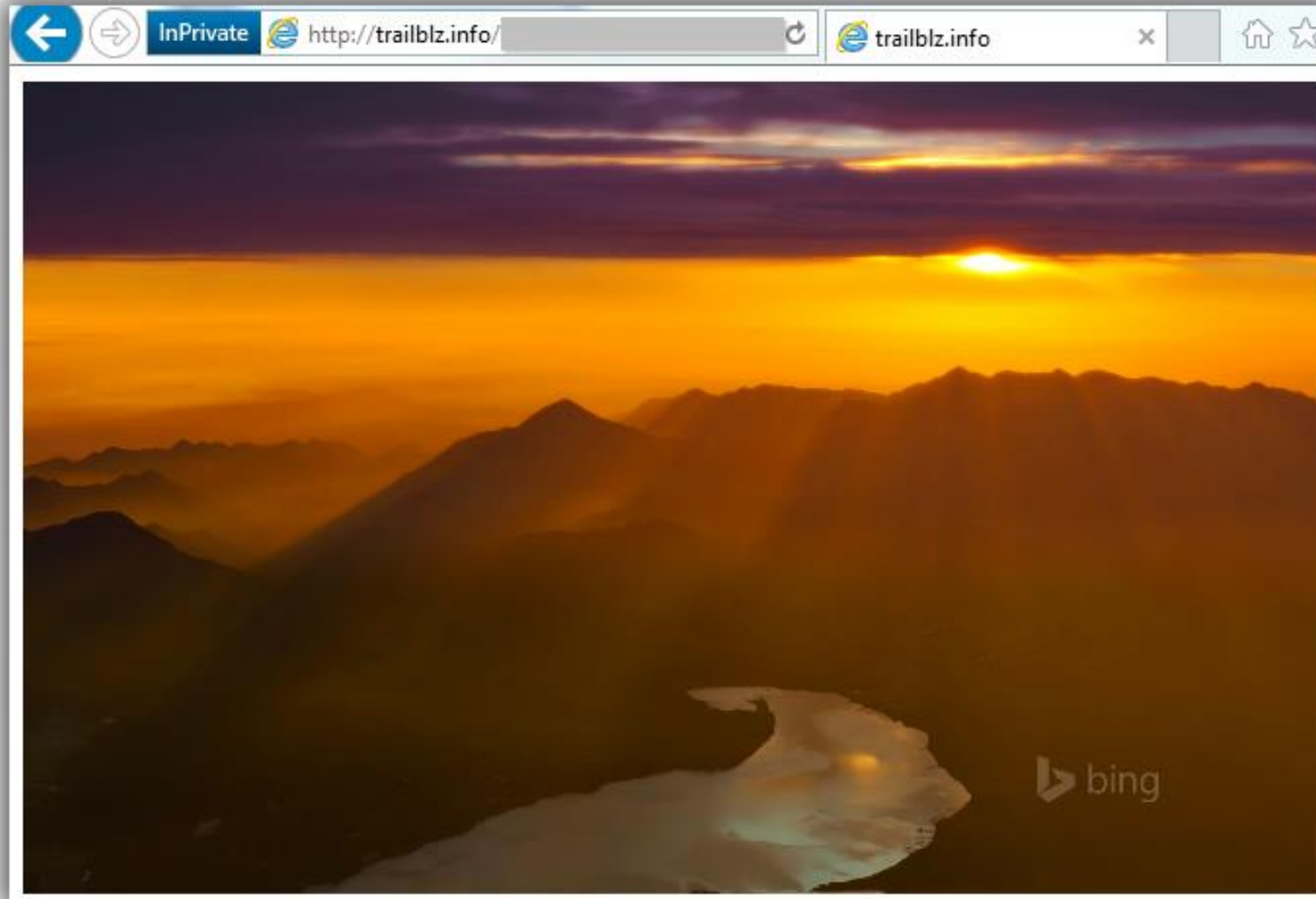
Upload

File Successfully saved:

Browse file: [images/2014-04-17.jpg](#)

A red arrow points to the blue hyperlink.

**Source URL of image - use this for your inline CSS.**



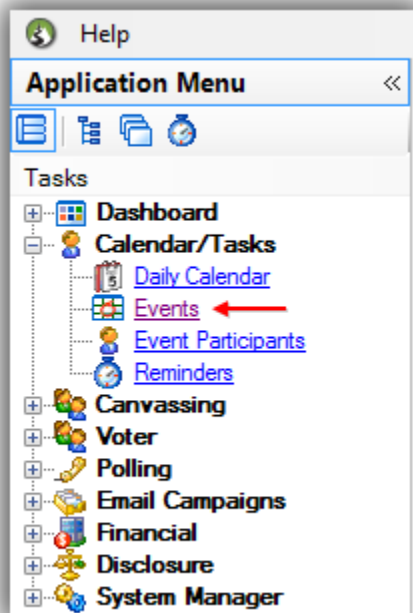
Copy the **source URL** from the address bar, this will be what you insert when entering the inline css in the event's description.

The source URL should look something like this <http://trailblz.info/YourDatabaseName/images/2014-04-17.jpg>

You may want to save this in a blank text document for future use; the next section will cover setting this image as an event background.

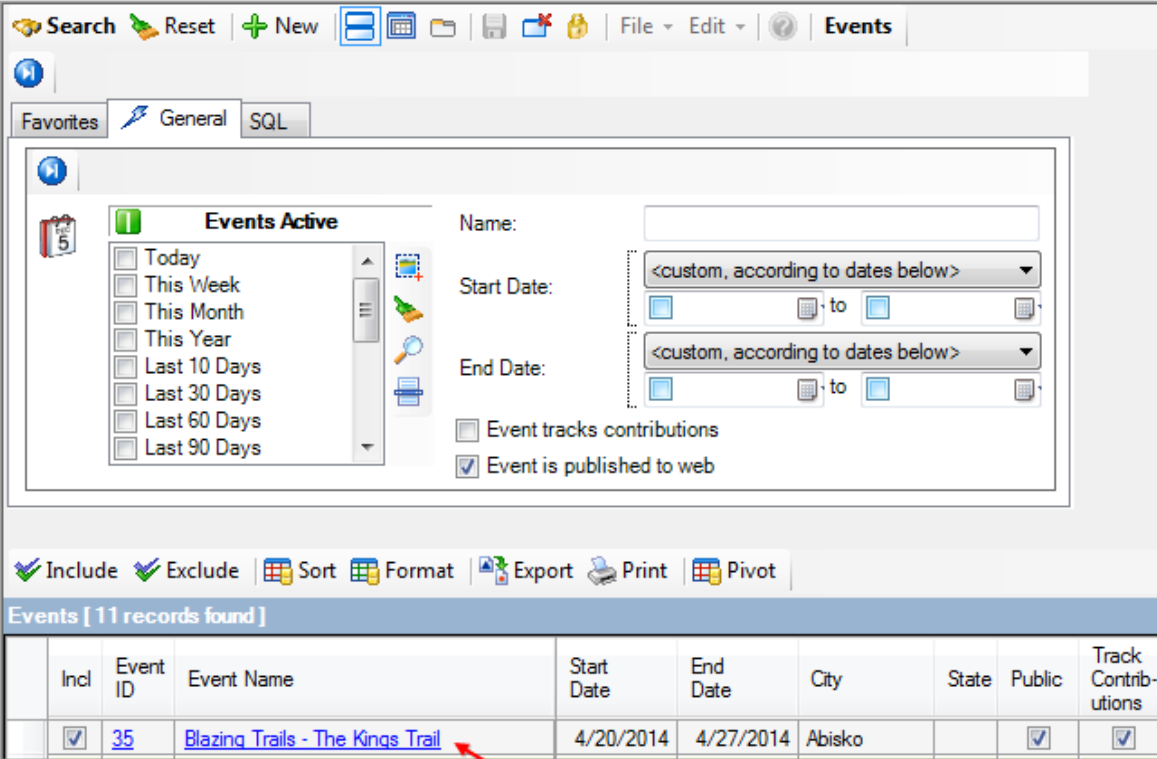
## #2 Enter Inline CSS for your Image into the Event Description

Navigate to **Application Menu > Events**





Open an event or create a new one. [Click here](#) to learn all about events and sale/orders. In this example I opened a previously created event called “Blazing Trails – The Kings Trail”.



The screenshot shows the TrailBlazer Events management interface. The top navigation bar includes 'Search', 'Reset', 'New', and 'Events'. Below this, there are tabs for 'Favorites', 'General', and 'SQL'. The main content area is divided into two sections: 'Events Active' and a form for editing an event. The 'Events Active' section has a list of filters on the left, including 'Today', 'This Week', 'This Month', 'This Year', 'Last 10 Days', 'Last 30 Days', 'Last 60 Days', and 'Last 90 Days'. The form on the right has fields for 'Name', 'Start Date', and 'End Date', each with a dropdown menu and a date picker. There are also checkboxes for 'Event tracks contributions' and 'Event is published to web'. Below the form, there is a toolbar with icons for 'Include', 'Exclude', 'Sort', 'Format', 'Export', 'Print', and 'Pivot'. At the bottom, there is a table with 11 records found. The table has columns for 'Incl', 'Event ID', 'Event Name', 'Start Date', 'End Date', 'City', 'State', 'Public', and 'Track Contributions'. The first row in the table is highlighted, and a red arrow points to the 'Event Name' column, which contains the text 'Blazing Trails - The Kings Trail'.

Incl	Event ID	Event Name	Start Date	End Date	City	State	Public	Track Contributions
<input checked="" type="checkbox"/>	35	<a href="#">Blazing Trails - The Kings Trail</a>	4/20/2014	4/27/2014	Abisko		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

In the **Description** section of the event record paste in the following code.

```
<head>
<style>
body {
```

```
background-image:url("Image Source URL Goes Here http://trailblz.info/YourDatabaseName/images/2014-04-17.jpg");  
}  
</style>  
</head>
```

Click **[Save]**.

**Inline CSS goes here**

Blazing Trails - The Kings Trail [35]

Published Event Description

```
<head>
<style>
body {
background-image:url
("http://trailblz.info/YourDatabaseName/images/2014-04-17.jpg");
}
</style>
</head>
```

Orders [0 records found]

Incl	Order ID	Date Ordered	Purchaser Last Name	Purchaser First Name	Purchaser Middle Name	Order Status	Amount	Payment Type	Amou Paid
0							.00		

Logon = [Admin Admin](#) **Save** Save and Close Print Cancel

Your event online will now look something like this:

Powered by **TrailBlazer™**

Share: [f](#) [in](#) [t](#) [+](#) [g+](#) [o](#) [f](#) Like 0

## Blazing Trails - The Kings Trail

Sunday April 20, 2014 6:00 AM to 6:00 PM






Abisko Mountain Station  
Meet at the Trail Head Abisko, 98107

---

### Ticket Information

DESCRIPTION	PRICE	QUANTITY
7 Day Guided Hike	\$500.00	0 <input type="text" value="0"/>

### Payment Options

Order and Register

### Event Description

**(Tickets are limited to 10 people)**

Abisko Mountain Station to the Saami Village of Nikkaluokta.


Bring:

- Sleeping Bag
- Tent
- Food
- Clothing
- Toiletry Items
- Rain Gear
- Passport
- ID Card
- Fishing Gear

We'll supply the rest.

\*We must receive your paperwork 2 weeks prior to departure

### When and Where




Abisko Mountain Station  
Meet at the Trail Head  
Abisko, 98107


Sun, 20 Apr 2014 6:00 AM to  
Sun, 27 Apr 2014 6:00 PM  
Central Standard Time

[Add to my Calendar](#)

### Organizer

Trail Blazer

 866-909-8700

 support@trailblz.com

I've changed the dates for this sample event for 2020 so please [Click Here](#) to see how it looks. The code below is more optional CSS you can play with to change around different facets of the event system. \*Always use your own work to avoid copyright infringement and feel free to call our support team for any assistance setting up and managing your events in Trail Blazer.

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

```
<h5><strong>(Tickets are limited to 10 people)</strong></h5><br />
<h5>Abisko Mountain Station to the Saami Village of Nikkaluokta.</h5><br />
```

```
Bring:<br />
```

```
- Sleeping Bag<br />
```

```
- Tent<br />
```

```
- Food<br />
```

```
- Clothing<br />
```

```
- Toiletry Items<br />
```

```
- Rain Gear<br />
```

```
- Passport<br />
```

```
- ID Card<br />
```

```
- Fishing Gear<br /><br />
```

```
We'll supply the rest.<br /><br />
```

```
<italic
```

```
>*We must receive your paperwork 2 weeks prior to departure</italic
```

```
>
```

```
<head>
```

```
<style>
```

```
body {
```

```
background-image:url("http://trailblz.info/testingdatabase/images/2014-04-17.jpg");
```

```
text:white;
```

```
}
```

```
#event-top-banner h1{
```

```
color: white;
```

```
font-size: 22px;  
}
```

```
#event-top-banner h2{  
color: white;  
font-size: 20px;  
}
```

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

```
</style>  
</head>
```

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

## #3 Related Resources

**Article:** [How to Prep and Upload an Image and Insert it Into an Email Template](#)

**Video:** [Events 2013](#)

**3<sup>rd</sup> Party Tool:** [Gimp – Free Photo Editor](#)

**3<sup>rd</sup> Party Learning Resource:** [w3schools – Inline CSS](#)

## Trail Blazer Live Support

☎ **Phone:** 1-866-909-8700

✉ **Email:** [support@trailblz.com](mailto:support@trailblz.com)

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

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

\*As a policy we require that you have taken Trail Blazer's intro training class before calling or emailing tech support. [Click Here](#) to view our calendar for upcoming classes and events. After signing up you will receive instructions for how to log into the interactive online webinar.

*\*This service is included in your contract.*