

ClubRunner

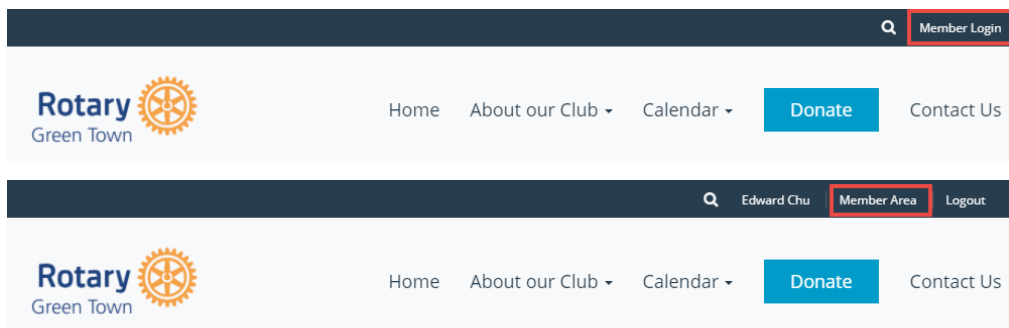
Help Articles > Club Help > Club - Administration Guide > Bulletins > How do I correct a bulletin that is too wide?

How do I correct a bulletin that is too wide?

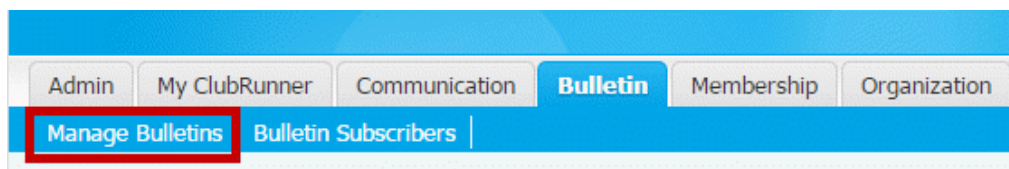
Michael C. - 2021-03-23 - Bulletins

Within ClubRunner Bulletin Designer, the standard width of a bulletin is only 600 pixels wide. In the example below, the bulletin is stretched past this limit. If you experience this problem, please follow the steps below the image to return the web page to the correct width.

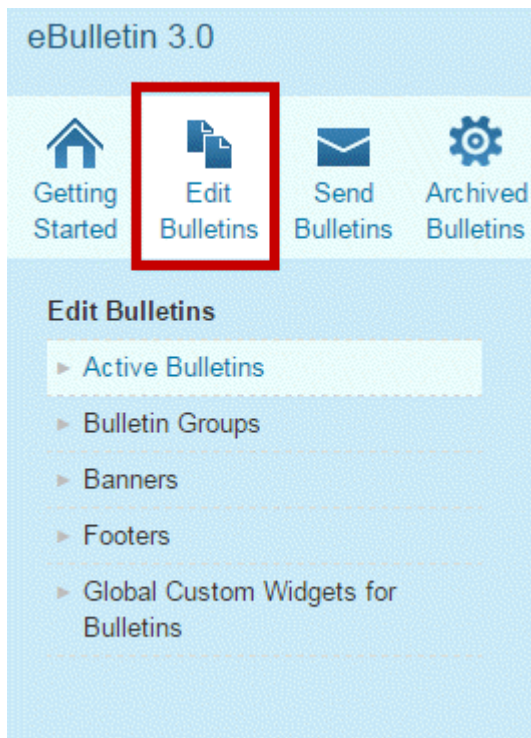
1. To correct the overly wide bulletin, login in to your home page.



2. Click on the **Bulletin** tab, and then the **Manage Bulletin** link under the tab.



3. Click **Edit Bulletins**.



4. You are now on the **Bulletin List** page. Click the **Edit** link next to the bulletin you wish to modify.

Bulletin List

Click on Bulletin Name or Edit to access the bulletin designer.

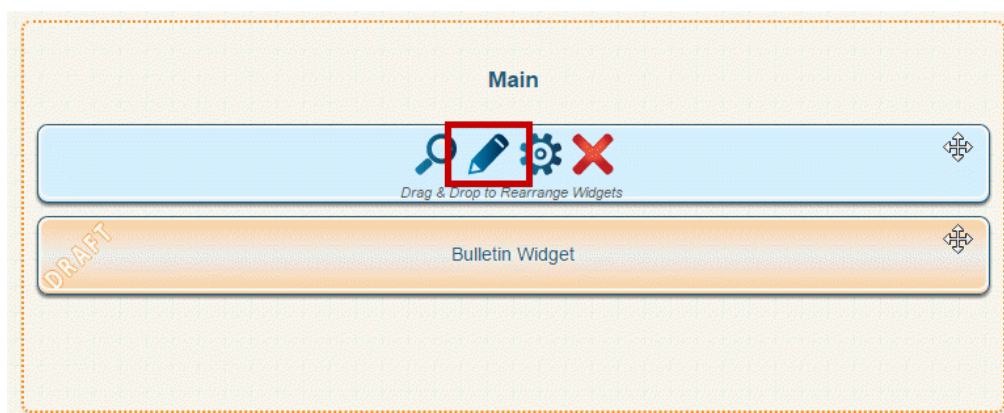
Search:

[Create New Bulletin](#)

Date	Name	Last Sent	Published On	Visible on website	Actions
General					
Dec 11, 2014	Spring Fling		Dec 21, 2014	✓	Edit Live Preview Copy Send Delete Archive
Dec 11, 2014	Happy Holidays		Dec 18, 2014	✓	Edit Live Preview Copy Send Delete Archive
Nov 17, 2014	Green Town Rotary News		Dec 18, 2014	✓	Edit Live Preview Copy Send Delete Archive

Showing 1 to 3 of 3 entries

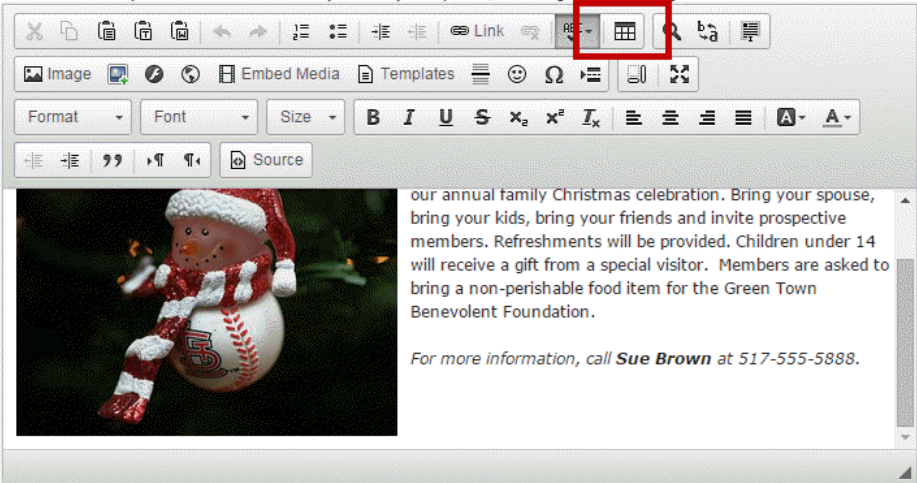
5. Hover your mouse over the widget you wish to modify, and click the **Pencil** icon to edit it.



6. Within the content editor bar, click on the **Create Table** button.

Story Content

Click on the Templates button for commonly used layout options, including centered images.



our annual family Christmas celebration. Bring your spouse, bring your kids, bring your friends and invite prospective members. Refreshments will be provided. Children under 14 will receive a gift from a special visitor. Members are asked to bring a non-perishable food item for the Green Town Benevolent Foundation.

*For more information, call **Sue Brown** at 517-555-5888.*

Total characters: 794/30000

7. Use the following settings:

- **For two column - this side 190px for wide side: 390px**
- **Align** set to **Center**
- **Border** set to 0

Note: the width of the template will determine how wide your information should be.

8. When you are done, click **OK** to add the table. Once the table is created, add your content inside the table and your content will not pass the edge.