DIG it! NEW USER GUIDE

Build, personalize, activate, and publish your complete website - step by step.

THE BIG IDEA You do not need to be a web designer. Answer a few simple questions, upload your own logo or create one, and DIG-it! builds a complete starting website you can personalize with plain-English AI tools or precise PRO controls.

YOUR COMPLETE WEBSITE JOURNEY

1	**Start**	Answer a few simple business questions, then upload your logo or create one.
2	**Build**	DIG-it! uses your answers and logo to create your starting website and prepare Studio.
3	**Customize**	Use AI/DUDE or PRO to change text, images, sections, pages, and more.
4	**Expand**	Add pages and Plugin Growth Modules when you need them.
5	**Review**	Check Desktop, Tablet, and Mobile. SAVE your work.
6	**Activate**	PUBLISH opens Domain, Email, and Checkout.

Build a Better Complete Website In Minutes - Not Weeks.

Customer Guide - September 2026

The 5 things to remember

1. One easy starting path

Answer a few simple questions, then upload your own logo or create one. DIG-it! takes it from there and prepares your complete starting website.

2. AI for easy changes

Use AI/DUDE when you want to say what you want in normal language: rewrite this, move this, add an image, improve this section, and more.

3. PRO for precision

Use PRO when you want exact controls for the item you selected, such as size, spacing, colors, width, buttons, media, or layout.

4. Desktop is editable

Desktop is the editing mode. Tablet and Mobile are preview modes. Switch back to Desktop whenever you want to make changes.

5. PUBLISH starts activation

PUBLISH does not skip setup. It begins the guided Domain -> Email -> Checkout path for your Complete Website Service.

What DIG-it! includes

- A four-page starting website that you can edit and expand.
- Your domain name - new, searched, or moved from another provider.
- SSL, hosting, and professional email that matches your domain.
- Plugin Growth Modules that can add useful website features.
- SAVE, UNDO, REDO, responsive previews, and a guided activation journey.

BEST FIRST-TIME HABIT Make one change at a time, look at the result, and SAVE when you like it. If you do not like a change, use UNDO.

START

1 Answer a few questions and choose your logo

There is one simple DIG-it! starting path. No website-building mode or technical setup is required.

DIG-it! starts by asking you a few simple questions about the business, organization, service, or project. Your answers give the AI the facts and direction it needs to build a useful starting website.

Answer the opening questions

1. Tell DIG-it! what the business or organization does.
2. Describe who you help, what you offer, and where you serve when location matters.
3. Include the important facts that make the business different, trustworthy, or useful to customers.
4. Review your answers for accuracy, then continue. You can improve the wording later inside Studio.

Then choose your logo

UPLOAD YOUR LOGO

Already have a logo? Upload the logo you want DIG-it! to use with your website. Choose a clear, good-quality version when possible.

CREATE YOUR LOGO

Need a logo? Use the DIG-it! logo-creation experience to create one, review the result, and choose the logo you want for the website.

THAT IS THE WHOLE START Answer a few questions, choose your logo, and continue. DIG-it! uses that information to create the starting website for you. You are not expected to build the pages by hand.

2 Let DIG-it! create your starting website

Your starting point is a complete site, not an empty editing screen.

DIG-it! uses your opening answers and selected logo to create a coordinated starting website. A typical starting set includes Home, About Us, Services, and Contact Us. You can add more pages later.

While the website is being prepared

- Follow the progress shown on screen after you finish the opening questions and logo step.
- Watch the short introduction when it appears so you know how Studio works.
- Keep the build screen open while DIG-it! is preparing your website.
- When Studio is ready, continue into the live website editing experience.

When Studio opens

Start by looking through the site before changing anything. Read the pages, look at the images and sections, and make a short mental list of what you want to keep, change, add, or remove.

> **A GOOD FIRST PASS** First review the whole site. Second, fix the important facts. Third, improve design and wording. Fourth, add pages or Growth Modules. This keeps editing simple.

3 Know the four parts of Studio

You only need a few controls to do most of the work.

AI / DUDE Use plain language to request changes. Select the thing you want to change, then tell DIG-it! what you want. Use the Request/Do It workflow when shown.	**PRO** Click an item on the page to reveal precise controls that belong to that item. PRO is selection-aware, so the controls change with your selection.
PAGE / GROWTH MODULES Use the Studio page tools to move among pages, add pages, and open Plugin Growth Modules for extra website features.	**UNDO / REDO / SAVE / PUBLISH** UNDO reverses a change. REDO restores it. SAVE keeps your accepted work. PUBLISH starts the final activation journey.

Desktop, Tablet, Mobile

Desktop is your editing mode. Tablet and Mobile are accurate preview-only modes. If you are looking at Tablet or Mobile and want to change something, switch to Desktop, make the change, then return to Tablet or Mobile to review it.

ONE SIMPLE RULE If a control seems unavailable while you are previewing Tablet or Mobile, switch to Desktop. Editing belongs on Desktop.

4 Use AI / DUDE for plain-English changes

Tell DIG-it! what you want the way you would explain it to a helpful designer.

1. Click the page item or section you want to change so DIG-it! knows your target.
2. Open the AI / DUDE area and type or say what you want changed.
3. Be specific about the result: shorter, friendlier, larger, move it below, replace the image, add a button, remove this item, and so on.
4. Use Request/Do It when that choice is shown.
5. Review the result on the page. Use UNDO if it is not right, or make a second request to refine it.
6. SAVE when you are happy with the result.

Examples of useful requests

Text "Make this headline friendlier and shorter."	**Layout** "Move this section below Services."
Button "Add a button here that says Request a Quote."	**Image** "Create an image for this section and put it right here."

AI images and video

For the best placement, select the exact section or location first, then ask DIG-it! to create or place the media there. Some AI media features can depend on your service plan; Studio will guide you when a different plan is required.

TARGET FIRST Click the exact item or section before you ask for a change. A clear target plus a clear request is the easiest way to get the result you expect.

5 Use PRO when you want precise control

PRO shows the controls that make sense for the item you selected.

Click a text box, image, button, section, or other editable item. Then open PRO. You will see controls for that selected item instead of one giant list of website settings.

Typical things you can adjust in PRO

Text & containers Width, spacing, padding, typography, text appearance, background, and other available container controls.	**Images & media** Image sizing, container width, placement and removal controls, plus available image metadata and appearance options.
Buttons Button text and destination, style and size, SPACE AROUND BUTTON, and available button effects.	**Sections & layout** Move or remove selected items, adjust layout, work with columns, and change available background or appearance settings.

PRO safety net

PRO changes are designed to be reversible. If a result is not right, use UNDO. If you change your mind again, use REDO. SAVE only after the page looks the way you want.

AI OR PRO? If you can describe the result more easily than you can set it, use AI/DUDE. If you know the exact property you want to adjust, use PRO.

6 Add another page when your website needs one

Your four starting pages are only the beginning.

Use the PAGE controls in Studio when you need a new page for information that deserves its own destination - for example, a detailed service, gallery, menu, FAQ, team page, project page, or another important topic.

1. Open the PAGE area in Studio.
2. Choose the option to add a new page.
3. Give the page a clear name that a visitor will understand.
4. Let DIG-it! create or prepare the page, then open it in Studio.
5. Use AI/DUDE or PRO to personalize the new page just like the original pages.
6. Make sure visitors can reach the new page through the customer-facing site navigation when appropriate.
7. SAVE, then check the page in Desktop, Tablet, and Mobile preview.

Good page names are simple

Better	Avoid
Roof Repair, Our Menu, Project Gallery, Meet the Team, Frequently Asked Questions	Page 5, More Stuff, Other Information, Untitled Page, New Page

KEEP IT USEFUL Add a page because a visitor needs it - not just because you can. A clear website is usually better than a crowded one.

7 Add Plugin Growth Modules

Growth Modules add useful features without making you build them from scratch.

Open GROWTH MODULES in Studio to review what is already installed and what is available. Modules are designed to become part of the website and travel with it.

Examples

Trusted Local Reviews Show verified local review content in a website-friendly presentation.	**Featured List** Create a clear list of featured services, benefits, products, or highlights.
Map & Business Hours Help visitors find the business and understand when it is open.	**Navigation & E-Commerce** Add customer-facing navigation or shopping features when the website needs them.

How to add a module

1. Open GROWTH MODULES and review the Installed and Available choices.
2. Select the module you want and choose ADD.
3. Choose SET UP to enter the module information and preferences.
4. Choose where it belongs. Depending on the module and selected area, placement can include Before, After, INSIDE THIS SECTION - BEST FIT, or USE THIS SPACE.
5. Review the module on the actual page, make any available appearance adjustments, then SAVE.
6. Preview the page in Tablet and Mobile after the Desktop version looks right.

MODULES ARE OPTIONAL Use a Growth Module when it solves a visitor need. You do not need to install every available module.

8 Preview, proofread, and SAVE

A few minutes of review can prevent most launch-day mistakes.

Desktop review

[ ] Read every headline, paragraph, button, phone number, address, and call to action.

[ ] Click important buttons and navigation links.

[ ] Check that images match the section and that important content is not accidentally hidden or removed.

[ ] Confirm every new page and Growth Module appears where you intended.

Tablet and Mobile preview

[ ] Switch to Tablet preview and scan every page.

[ ] Switch to Mobile preview and scan every page.

[ ] If something needs changing, return to Desktop, make the change, and preview again.

[ ] Do a final SAVE before you begin activation.

READY MEANS READY You do not need perfection before PUBLISH, but the business facts, contact information, navigation, and major calls to action should be correct.

9 Click PUBLISH and choose your domain

PUBLISH opens the activation journey over your current website.

The first activation step is your domain name. You can choose a recommended domain, search for another available name, or move a domain you already own.

Your three domain choices

RECOMMENDED Review the regular domain suggestions DIG-it! presents and select the one you want.	**USER SEARCH** Search for another domain name when you already have an idea or want to compare alternatives.
MOVE YOUR CURRENT DOMAIN Choose the move option when you already own the domain you want to use with your DIG-it! website.	**PREMIUM DOMAINS** ADDITIONAL FEES APPLY FOR PREMIUM DOMAINS. DIG-it! shows this before you commit to a premium domain.

Choose carefully

1. Review spelling and make sure the domain is easy to understand.
2. Select the domain you want to use for this website.
3. Confirm your domain selection when prompted.
4. Continue to Professional Email. The activation flow will guide you forward.

DOMAIN TIP Short, memorable, easy-to-spell domain names are usually easier for customers to remember and type.

10 Choose email that matches your domain

Your professional email is part of the Complete Website Service.

After the domain is selected, DIG-it! helps you choose professional email addresses using that domain. You can select recommended choices or create your own valid address names.

Examples

General info@yourdomain.com or hello@yourdomain.com	**Sales** sales@yourdomain.com or quotes@yourdomain.com
Service service@yourdomain.com or support@yourdomain.com	**Personal** firstname@yourdomain.com when a named contact makes sense

Email allowances by Complete Website Service plan

PLAN	PROFESSIONAL EMAIL ACCOUNTS
Starter	1
Growth	Up to 3
Pro	Up to 7
Premium	Up to 10
Unlimited	Unlimited

Finish the email step

1. Choose recommended addresses or enter the custom address names you want.
2. Make sure every address is spelled correctly and is unique.
3. Stay within the number of accounts included with your selected plan.
4. Continue when the email step is complete. Mailboxes are provisioned after payment and domain readiness are verified.

11 Review your plan and complete checkout

This is the final activation step before your Welcome page.

1. Review the Complete Website Service plan and amount shown on screen.
2. Confirm that your selected domain and professional email choices are correct.
3. Choose PROCEED WITH PAYMENT.
4. Complete the secure checkout and payment steps shown on screen.
5. After payment is verified, DIG-it! connects the activation information to your website session and continues to the Welcome experience.

What happens after verified payment

Website activation Your paid activation can move forward with the website, hosting, SSL, and selected service plan.	**Domain** Your selected new or moved domain remains tied to the activation process.
Professional email Your selected email accounts can be provisioned when payment and domain readiness are confirmed.	**Welcome** You are taken to the DIG-it! Welcome page for the next customer steps and guidance.

ONE CONTINUOUS JOURNEY Your Studio session, selected domain, email choices, and checkout are designed to stay connected so you do not have to rebuild or re-enter your website.

If you get stuck, use this page

I changed the wrong thing Use UNDO. If you want the change back, use REDO.	**I cannot edit in Tablet/Mobile** That is expected. Switch to Desktop, make the change, then preview again.
AI changed the wrong area Click the exact item or section first, then repeat the request with a clear target.	**I want exact sizing or spacing** Select the item and use PRO for precise controls.
I need another page Open PAGE tools and add the new page, then customize it like the original pages.	**I need reviews, a map, hours, etc.** Open GROWTH MODULES and review the Available modules.
I am ready to go live SAVE first, then choose PUBLISH to begin Domain -> Email -> Checkout.	**I am choosing a domain** Use Recommended, User Search, or Move Your Current Domain. Review spelling before confirming.

Final launch checklist

[ ] Business name, phone, address, service area, and key facts are correct.

[ ] Every page has been reviewed in Desktop.

[ ] Tablet and Mobile previews look good.

[ ] Important buttons and links work.

[ ] Added pages appear in the customer-facing navigation where needed.

[ ] Plugin Growth Modules are set up and placed correctly.

[ ] The site has been SAVED.

[ ] The domain selection is correct.

[ ] Professional email selections are correct.

[ ] The Complete Website Service plan and checkout amount are correct before payment.

YOU BUILT IT. NOW MAKE IT YOURS.

DIG-it! Complete Website Service