

What to do when the rates change on the WI table

01. Go to the backend of Craft > Entries > Tables and then update the rates Investments provides.
02. Then the update pages 3-5 in the offering circular (investments should provide you pages 3-5 when they send you the change of rates).
03. Upload new Offering Circular to Homepage and Impact Notes page
 - a. To update on homepage follow path:
 - i. Craft > Entries > Singles > Homepage > Impact Notes Block > Button > Double Click and replace the old offering circular with the new offering circular > Save
 - b. To update Impact Notes page follow path:
 - i. Craft > Entries > Pages > Impact Notes > Investments Fund Loans to Churches and Nonprofits block > Button > Double Click and replace the old offering circular with the new offering circular > Save