

Website Tips & Shortcuts

Helpful ways to make the Lakeshore Gardens Residents website easier to use on your phone, tablet or computer.



Home



Resident Resources



Calendar



Directory

Save one or several LSG pages to your Home Screen. The little duck image that identifies the website is called a **favicon**.

1. Put Your Favorite LSG Pages on Your Home Screen

You do not have to start at the Home page every time. **Resident Resources** is a good everyday starting point. You can also save separate shortcuts for the **Calendar** and **Resident Directory** - or any other LSG page you use often.

iPhone or iPad



Main website

1. Open **Safari** and go to **ourlsg.org**.
2. Tap the **Share** icon (square with an arrow pointing up).
3. Scroll down and tap **Add to Home Screen**.
4. Tap **Add**.

Extra shortcuts

- Open the **Safari app** itself.
- Go to **ourlsg.org** and open Resident Resources, Calendar, Directory, or another page you want.
- Tap the **Share** icon, then **Add to Home Screen**, then **Add**.

Important: If you are already viewing LSG from a Home Screen shortcut, Safari controls may not appear. Open Safari itself before creating another shortcut.

Android



1. Open **Chrome**.
2. Go to **ourlsg.org** and open the LSG page you want to save.
3. Tap the **three-dot menu**.
4. Choose **Add to Home screen** or **Install app**.
5. Follow the prompts.

Want more than one shortcut?

Repeat the same steps for Home, Resident Resources, Calendar, Directory, or any other LSG page you use often.

2. Find What You Need

Resident Resources

A good starting place for frequently used information, forms and links.

Search Bar

Search for a word or topic anywhere on the website.

A to Z Site Index

Browse website information alphabetically.

Site Index by Section

Browse by website section.

Park Rules Index

The Park Rules PDF has its own index. Tap an item to jump to that page when your device supports it; page numbers are also listed.

3. Calendar

Choose a Calendar View: **Monthly Calendar**, **This Week**, **Recurring Weekly Activities**, **Upcoming Special Events**, or **Archive**. A **Printable Monthly Calendar** is also available.

To add one event to your own calendar, open **View Details**, choose **Add to My Calendar**, then select **Google Calendar** or **Apple** or **Outlook**.

4. Resident Directory

View alphabetically by resident name or by street. On a phone, tap a telephone number to place a call. The online directory may be more current than a printed copy.

5. Reading, Forms & PDFs

On a phone or tablet, **pinch outward with two fingers** to make text or images larger.

Many familiar forms can now be filled out on your device instead of by hand. Examples include the **AC**, **EV Charger & Spa Request Form**, **Lot Improvement**, **Vial of Life**, and the **LSGRA/GSMOL application**.

Forms, calendars, newsletters and flyers may open as PDFs. If one does not open as expected, try **Open in New Tab** or another browser.

6. Signing In

Except for the **Home page**, website pages are for Lakeshore Gardens residents and require sign-in. Your device may remember your login for future visits. If needed, use the password-reset option on the sign-in screen.

Website question or problem? Use **Website Questions: Contact Webmaster** and tell us which page you were using and what happened.