

Instructions for Adding Government Wide Tracking (GWT) Custom Google Analytics Code to Federal Agency Websites

1. Download the **federated-analytics.js**
2. Save the file to a convenient location locally
3. Copy **federated-analytics.js** to the same location as your agency site's other javascript files. That is typically a folder called something like /scripts or /javascript, etc . The actual location is not critical - it should simply be on the same server as the site's other files.
4. Insert the **Federated Analytics Script Tag** that appears below in the **<head>** of all pages on your site.
 - a. The best location is directly before the closing **</head>** tag as shown in the example below
 - b. It is expected that your agency site uses templates and that the **Federated Analytics Script Tag** can be inserted into the templates at that location
 - c. It needs to be inserted so that it appears on every page across the entire site, including sub-domains (eg: ed.gov and www.ed.gov and www2.ed.gov, etc) and search sub-domains (eg: find.ed.gov, searchjustice.usdoj.gov, search.nasa.gov)

NOTE to developers using CMSes: Some CMSes (e.g. Drupal) combines multiple script files into single script files. However, a slip up can occur that the file is both combined and added separately. Developers running such CMSes should be careful that the code is **either** combined **or** added separately. We recommend that the code is added separately.

GSA approved Federated Analytics Script Tag

```
<script type="text/javascript" src="{full path to file} federated-analytics.js"></script>
```

where {full path to file} is to be substituted with the correct path selected for the script file

Page Sample

Each site's pages will look slightly different but should look something like this example skeleton when done:

```
<html>
  <head>
    ...
    <title>Test with GA</title>
    ...
    <script type="text/javascript" src="/scripts/federated-analytics.js"></script>
  </head>
  <body>
</body>
</html>
```