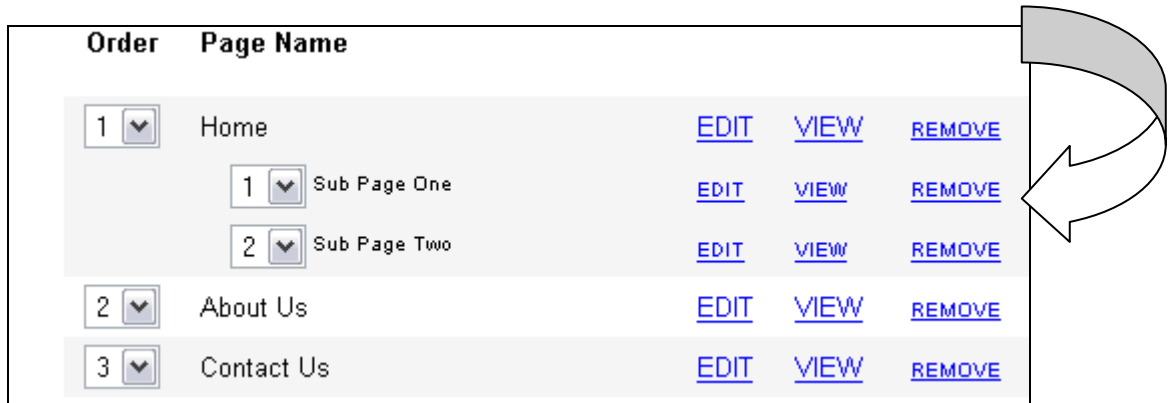




Editing a Page

1. Click 'Web Pages - Edit/Remove a Page' on the menu
2. Select a page to either edit or remove.



A screenshot of a web page management interface. It shows a table with columns for 'Order' and 'Page Name'. The 'Order' column contains dropdown menus with numbers 1, 2, and 3. The 'Page Name' column lists 'Home', 'Sub Page One', 'Sub Page Two', 'About Us', and 'Contact Us'. To the right of each page name are three blue links: 'EDIT', 'VIEW', and 'REMOVE'. A large white arrow with a grey shadow points from the right side of the table towards the 'EDIT' link for 'Sub Page One'.

Order	Page Name			
1	Home	EDIT	VIEW	REMOVE
1	Sub Page One	EDIT	VIEW	REMOVE
2	Sub Page Two	EDIT	VIEW	REMOVE
2	About Us	EDIT	VIEW	REMOVE
3	Contact Us	EDIT	VIEW	REMOVE

3. Make your changes
5. Click submit to save your changes. Click on view website link at the top right of the page to view your changes online.

Reorder Web Pages

Update the order in which web pages appear on your main menu.

1. Go to the 'Web Pages – Edit/Remove a Page'.
2. The main pages and sub pages are displayed. Select numbers from the drop down menus to reorder the pages.
3. Click 'Update the Page Order' button to save.