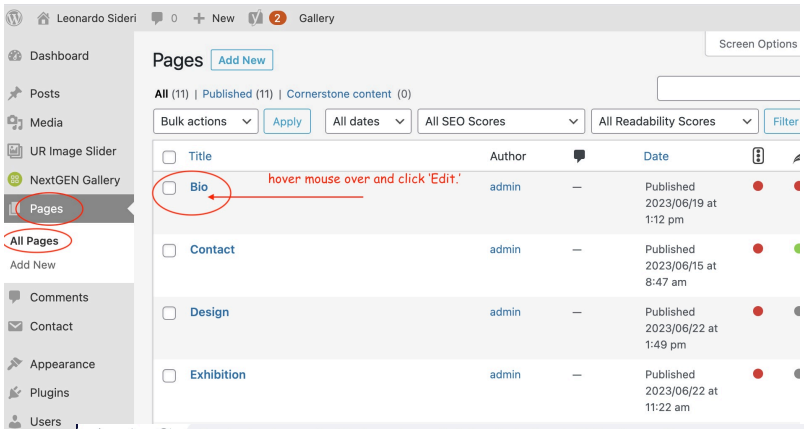
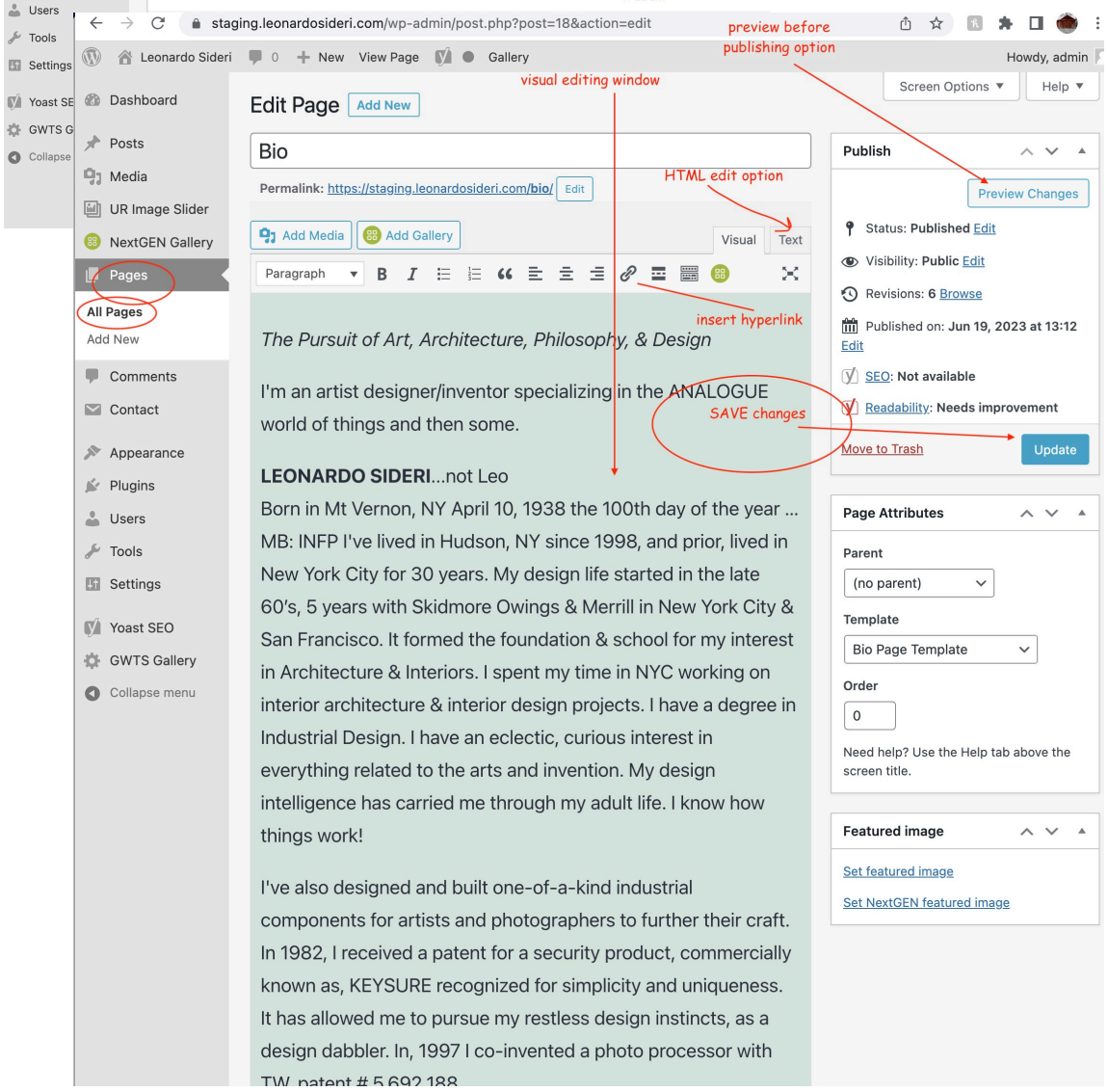
Add/Edit Page

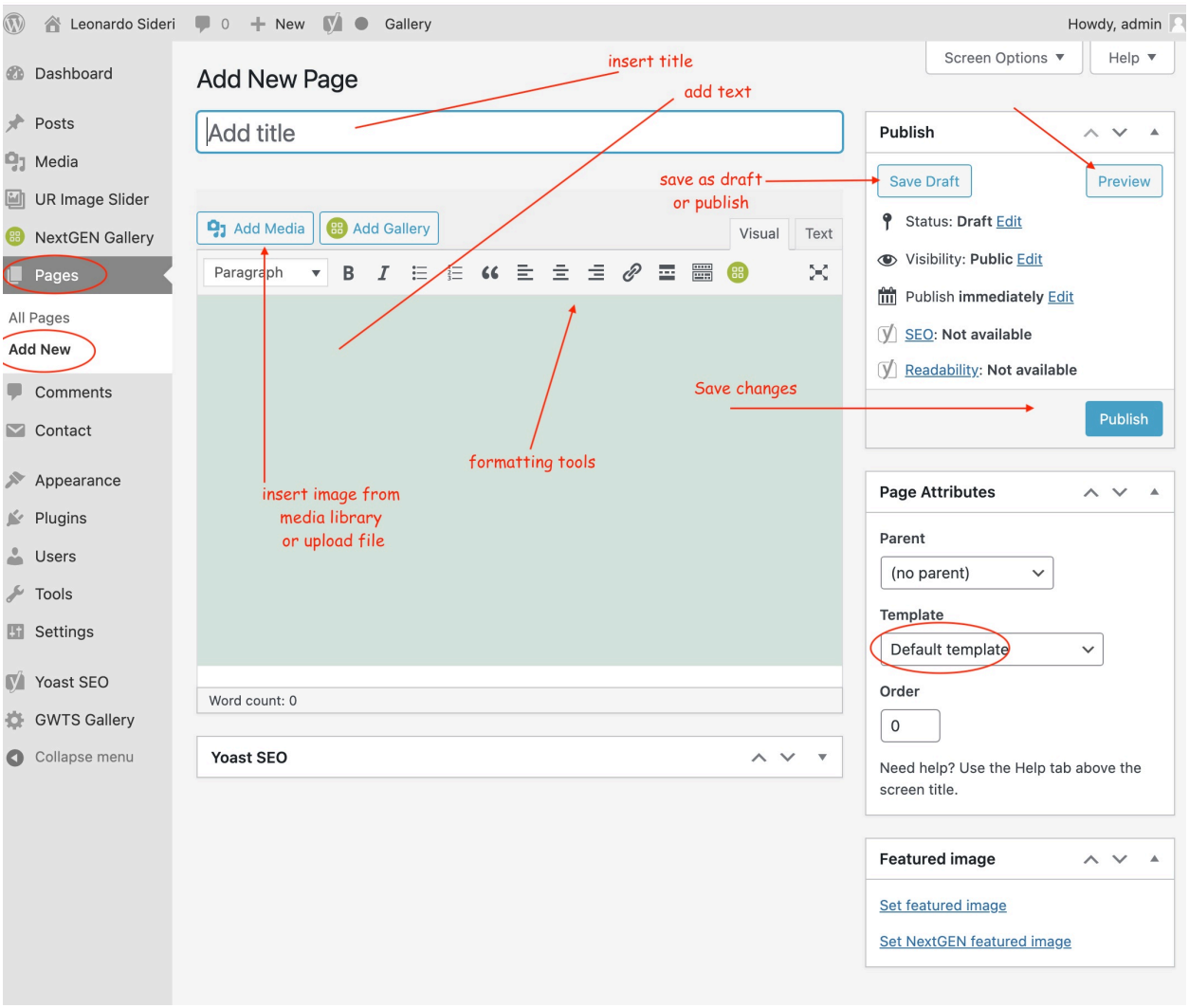
To **Edit** page, select pages >all pages >click on page to edit from index of pages. On next screen use editing window to make edit and save by clicking 'Update.' (see screenshots below)



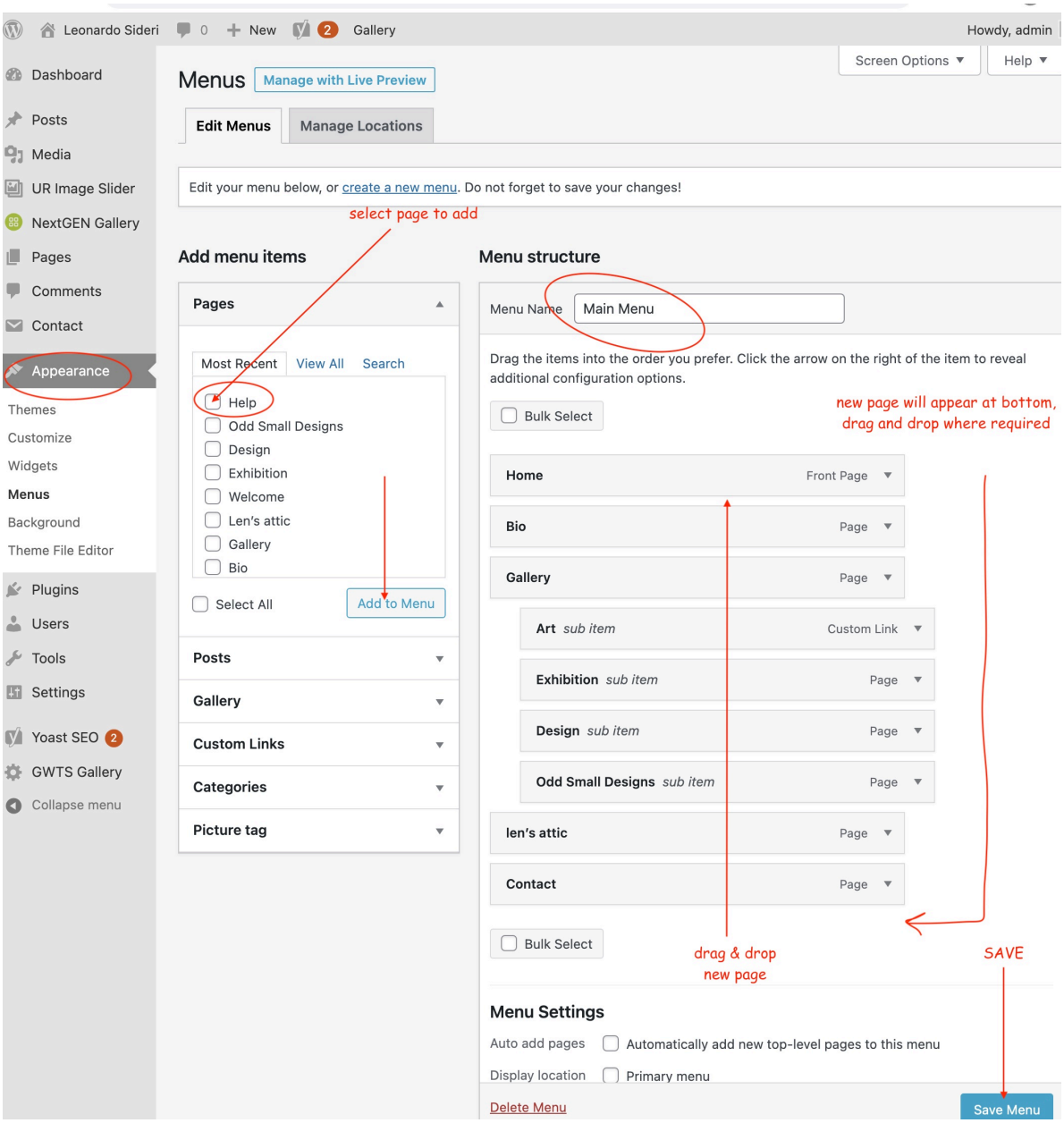


Add/Edit Page

To **ADD** a new page, on sidebar select Pages >Add New
Use formatting tools to select text and insert hyperlink, or insert image after placing cursing in desired position. Save page as draft or publish.



Continued

Add/Edit Page

To add new page to navigation menu, go to Appearances > Menu > add page to menu, and drag and drop to desired position, the save menu. You can also not add to navigation menu and insert the page URL in documents or other pages you want to publish or distribute.