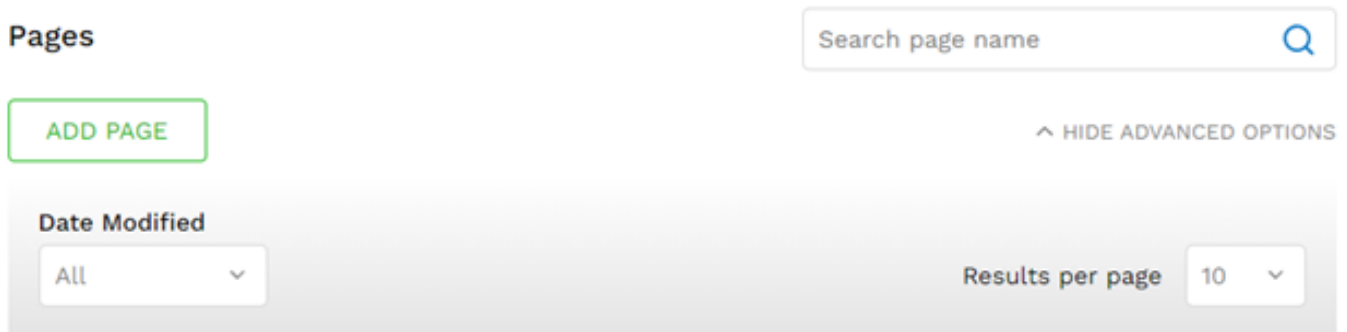


# Website Page Management

## How do I edit a page?

To edit a page, follow these steps:

1. Go to the Admin Tools tab at the top.
2. Go to Pages under the Web Builder heading.
3. To look for the page you'd like to edit:
  - a. Search with the search bar
  - b. Filter results by Date Modified by expanding the Show Advanced Options arrow.

Pages  

[ADD PAGE](#) ^ HIDE ADVANCED OPTIONS

Date Modified  Results per page

4. Click on the brown Edit button below the page you want to edit.

<input type="checkbox"/>	Name	URL	Last Modified ▾
<input type="checkbox"/>	Board of Directors <a href="#">Delete</a>   <a href="#">Edit</a>   <a href="#">View</a>	/directors	05/09/24 at 1:33 PM
<input type="checkbox"/>	Member Network <a href="#">Delete</a>   <a href="#">Edit</a>   <a href="#">View</a>	/company_listings	05/09/24 at 3:39 PM

5. Edit the following fields:
  - a. Name
  - b. URL
  - c. Content

# Website Page Management

Edit Page



PREVIEW

SAVE

Name \*

Member Network

URL \*

https://execs-dev.dreamersi.net/company\_listings

Content \*

6. Preview changes by clicking on the gray Preview button.
7. Once finished, click on the green Save button.
8. To publish changes, click on the green checkered flag icon beside your notification bell icon and select Publish. All changes must be published to be shown on the public-facing website.



Preview

Publish

Didn't find what you're looking for? [Contact Biznomos Support](#) online or call toll-free at [1-800-232-3989](tel:1-800-232-3989) for additional help.

# Website Page Management

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