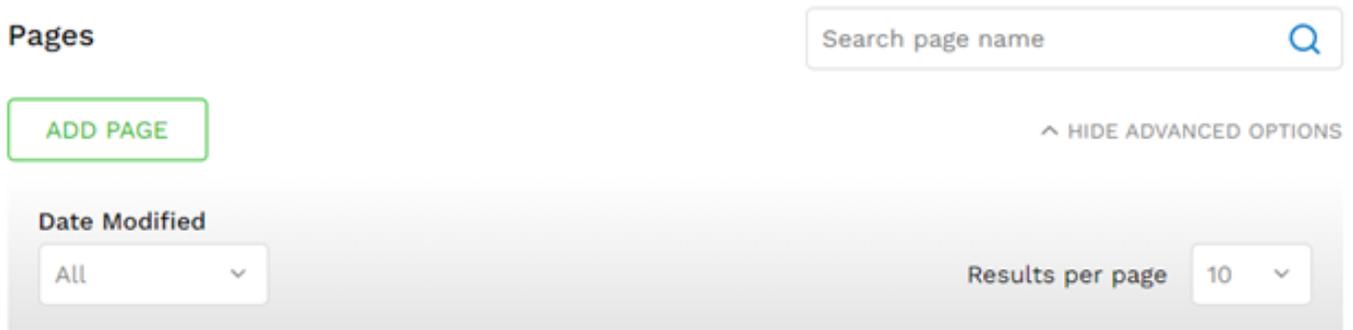


Website Page Management

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.



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 Delete Edit View	/directors	05/09/24 at 1:33 PM
<input type="checkbox"/>	Member Network Delete Edit View	/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 *

The image shows the TinyMCE rich text editor interface. The toolbar includes a 'Paragraph' dropdown menu, bold (B), italic (I), underline (A), and text color (A) icons. There are also icons for bulleted and numbered lists, indent, and outdent. A notification bell icon with a green checkmark is visible in the top right corner of the editor area. The TinyMCE logo is in the bottom right corner.

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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