Website Page Management

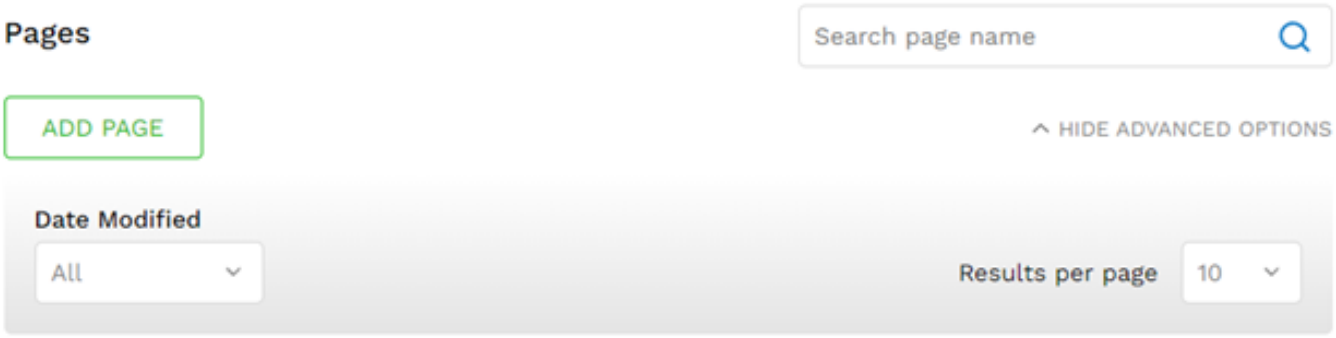
How do I edit a page?

To edit a page, follow these steps:

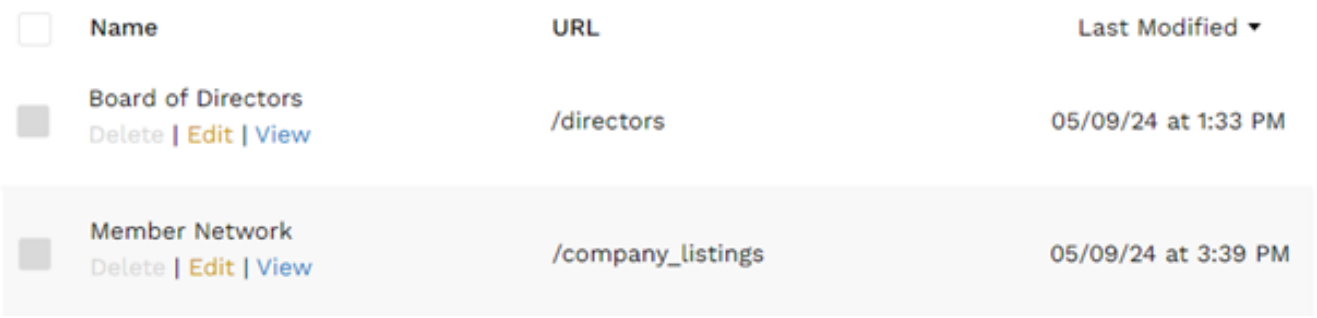
1. Go to the Admin Tools tab at the top.
2. Go to Pages under the Web Builder heading.
3. To look for the page you'd like to edit:

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.



5. Edit the following fields:

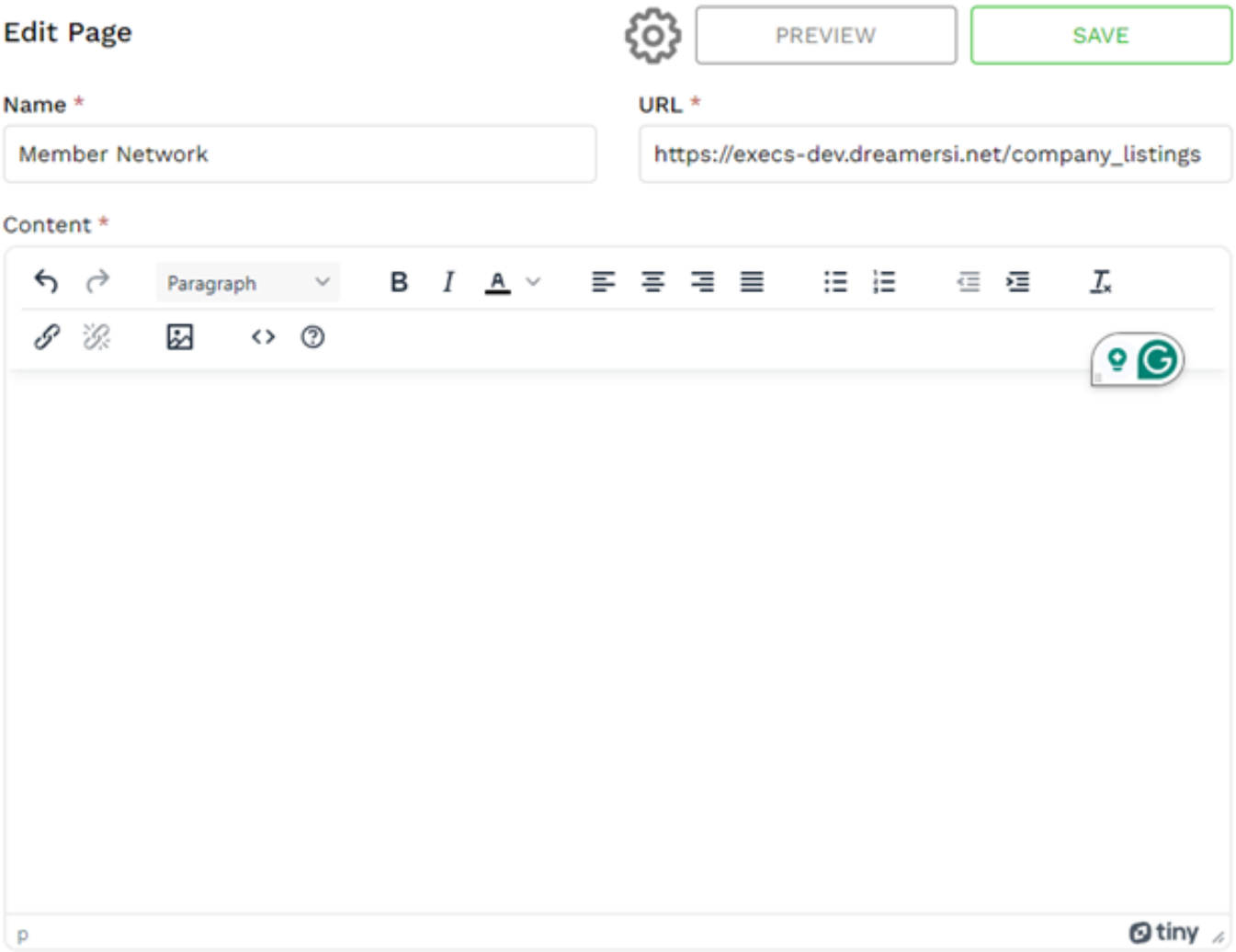
a. Name

b. URL

c. Content

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URL: https://help.biznomos.com/content/16/54/en/how-do-i-edit-a-page.html

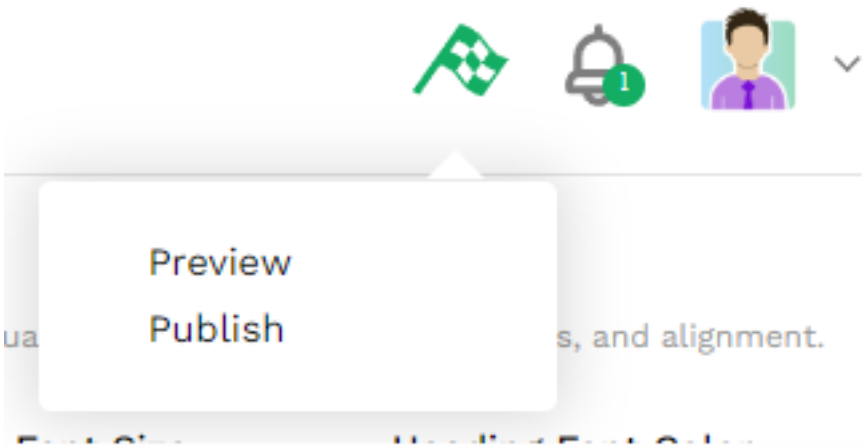
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6. Preview changes by clicking on the gray Preview button.

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.



Didn't find what you're looking for? Contact Biznomos Support online or call toll-free at 1-800-232-3989 for additional help.

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