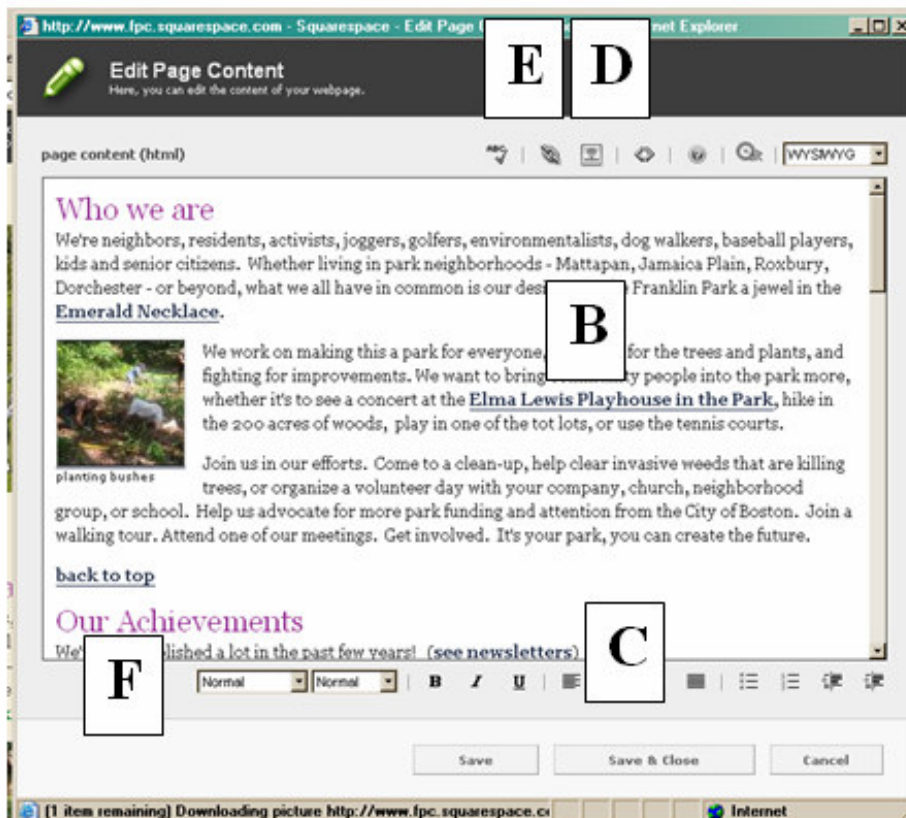
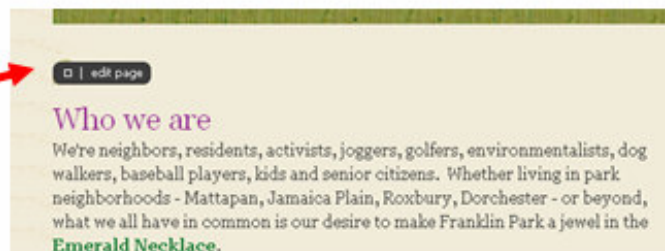


Editing a page

A. To get started

- Login. Go to the page you want to edit.
- Click on the “edit page” button at the top of your webpage (right above the text).
- The editing wizard (window) pops up. You can now add text, edit text, change how the text looks, add photos, and add hyperlinks (link to another webpage or website). The large letters in the picture below refer to the explanations that follow.
- Hit Save & Close before you exit! Otherwise you’ll lose what you did. Hit just Save if you like some changes, and want to save them before making more changes. Finally, if you messed up and the page looks terrible, hit Cancel, and you’ll exit without saving your changes (assuming you didn’t hit Save before).



This is the editing wizard, or the editing window, that pops up when you hit “Edit Page.”