Editing Pages (additional)

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Making further edits to the page

Once you have saved the element you will be returned to the page. You can now either add a new element above or below the current one by clicking on the relevant there are also five other icons which you will find relevant.
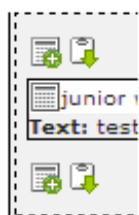

Edit element

Edit the element to make changes to it

Copy element

Copy the element to another location on your site. (When you do press Copy a icon appears next to the icon see below
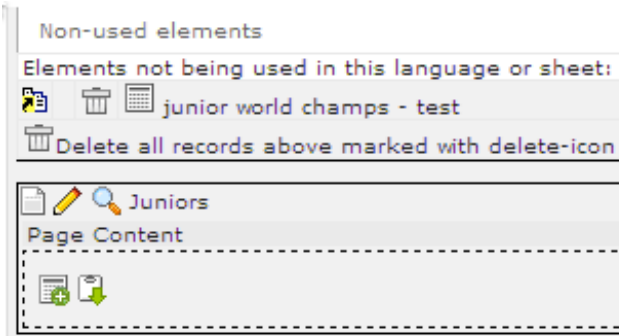

Create Reference

Referencing an element allows you to show the contents of one element on another part of your website. This is a useful feature as it means you won't need to make the change to every page if you change the contents of an element as the change will take effect on all pages that has the referenced element. (When you do press Reference a icon appears next to the icon see above

Cut element

Cut the element to another location on your site. (When you do press Cut a icon appears next to the icon see above

Unlink element

Unlink the element. Takes the element off the page so it won't be seen on your site. It does not completely remove it but puts it in the unused elements section for the relevant page. See below. You click on the icon to restore it onto the page

Related Articles

[template("related")]