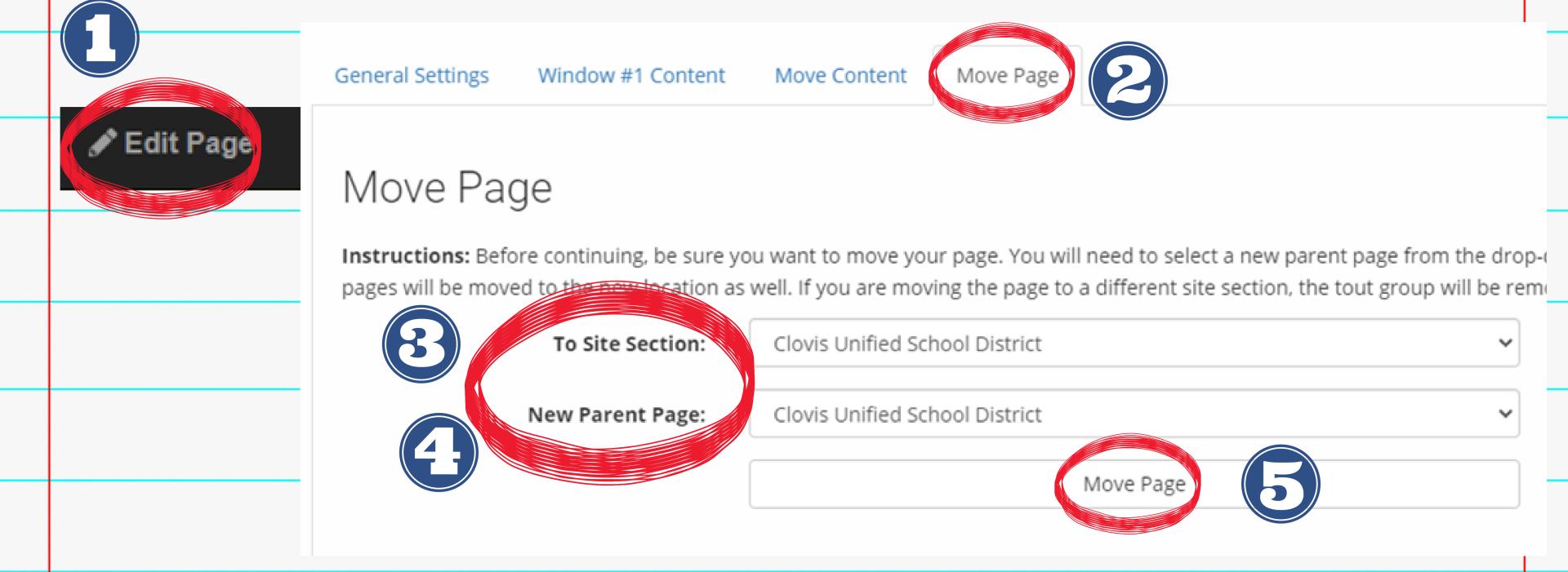1. On the page you want to move, click "Edit Page" in the top black editing bar.
2. Click the "Move Page" tab.
3. Site Section: should default to your school name. *If you are at a school with multiple sites (CNEC, REC), select the site to which you want the page moved.
4. New Parent Page: select the section under which you want this page to be moved.
5. Click "Move Page". You will then be taken to where you moved the page.

1

Edit Page

General Settings   Window #1 Content   Move Content   Move Page   **2**

Move Page

Instructions: Before continuing, be sure you want to move your page. You will need to select a new parent page from the drop-
pages will be moved to the new location as well. If you are moving the page to a different site section, the tout group will be rem

3   To Site Section: Clovis Unified School District

4   New Parent Page: Clovis Unified School District

Move Page   **5**

6. Click "Add Page" in top black editing bar to confirm the moved page is located where you want it to be on the website.

7. View the sections and order of pages.

    a. Use the arrows to see "Parent" and "Child" pages.

    b. To move the order of pages, click and drag their gray box to the order you want.

        -- This is also how you change the order in the dynamic side navigation.

+ Add Page

6

Interior Pages:

Drag and drop pages to reorder how they will appear in navigation.

⊕ Interior Page   **> open all**   **< close all**   **🔍 Content Page Search**

Page Count: 599

👁 view	About Us ...		⊕ 💾 ✖	⌄
👁 view	CUSD Snapshot [CUSDSnapshot...]		⊕ 💾 ✖	›
👁 view	About the Board [Board.aspx]		⊕ 💾 ✖	›
👁 view	Jobs [jobs.aspx]	**7**	⊕ 💾 ✖	›
👁 view	Calendars [Calendars.aspx]		⊕ 💾 ✖	›
👁 view	Contacting CUSD [ContactingCUSD.as...]		⊕ 💾 ✖	›
👁 view	...		⊕ 💾 ✖	›
👁 view	Students [Students.aspx]		⊕ 💾 ✖	›
👁 view	Schools [Schools.aspx]		⊕ 💾 ✖	›
👁 view	Community [Community.aspx]		⊕ 💾 ✖	›
👁 view	Departments [Departments.aspx]		⊕ 💾 ✖	›
👁 view	Employees [Employees.aspx]		⊕ 💾 ✖	›