

 Click here to follow along with the step-by-step instructional video.

ADDING AND LINKING ADDITIONAL PAGES

Better websites include multiple pages (as opposed to one long page). On a website, pages are how you organize (or segment) the website.

How do I add a new page?

Go to the **Control Bar** across the top of the page. Click the drop-down area beside **Editing Page** and select **Open: Manage Pages** or click the file cabinet icon.

The **Manage Pages** settings will appear; you can do the following:

1. **Create a new page.** On the right side of the screen under **Create New Page**:
 - Give your page a URL name (**Page Name**).
 - Give your page a title (how it will appear on the menu).
 - Select a template (or **None** to start from scratch).
 - Duplicate an already existing page.
 - Click the grey **Add Page** button.

Note about page names

Keep the page names simple and avoid spaces. For example, if I want to build a page about historical context, I might call that page "context" or "background" or "page2." This will make it easier to navigate to pages.

2. **Delete a page.** On the left side of the screen, you will see pages that you have created. If you do not want that page, select the trash can next to the page name.
3. **Edit a page.** On the left side of the screen, you will see pages that you have created. If you want to edit the page name or the title, click the pencil in the square icon next to the page name.
4. **Duplicate a page.** When creating a new page, you have the option to duplicate a page you already created. Next to **Duplicate Page**, select the page you wish to duplicate from the drop-down menu. This feature comes in handy when there are blocks you would like to duplicate onto other pages.

ADDING AND LINKING ADDITIONAL PAGES (CONT.)

How do I link my pages together so that the judges can see them?

Auto-Nav allows you to organize your pages and subpages, displaying them in a coherent manner.

Setting up Auto-Nav

- Drag and drop the **Auto-Nav** block to a container or cell on your page.
- Double-click the **Auto-Nav** block or select the box and click on the pencil icon.
- When the **Nav Editor** appears, you have several options:
 - Reorganize the pages by dragging/dropping the titles of the pages in the list. You will see a green line indicating where the page will be moved to and a pink line indicating the creation of a subpage.
 - Select a page and under the **Update Menu Item** title, you can **rename** the title of your page. If you do change the title of your page, remember to click **Set**.
 - You can **hide** pages from displaying **Auto-Nav** by checking **Hide the Menu Item** option under the **Update Menu Item** screen. Remember to click **Set**.
- When you are happy with your list of organized pages, click **Save**.
- To change the alignment of the **Auto-Nav** bar:
 - With **Auto-Nav** selected, click on **Flex** settings in the **Toolbox Pane** to the right.
 - Enable **Flex** container and change the alignment under the justify setting (start, end, space between, space around, or center).
- Once you save your **Auto-Nav** on a page, move to another page and drag and drop the **Auto-Nav** block onto the page. The order you created in **Nav Editor** on the first page will be the same.

Notes about Auto-Nav

Pro tip: You could always design your first page with **Auto-Nav** (style and appearance setup) and duplicate that page so the styling and appearance remain constant across all pages.

You can always come back to the **Nav Editor** to reorganize your pages.

ADDING AND LINKING ADDITIONAL PAGES (CONT.)

How do I build a Link block?

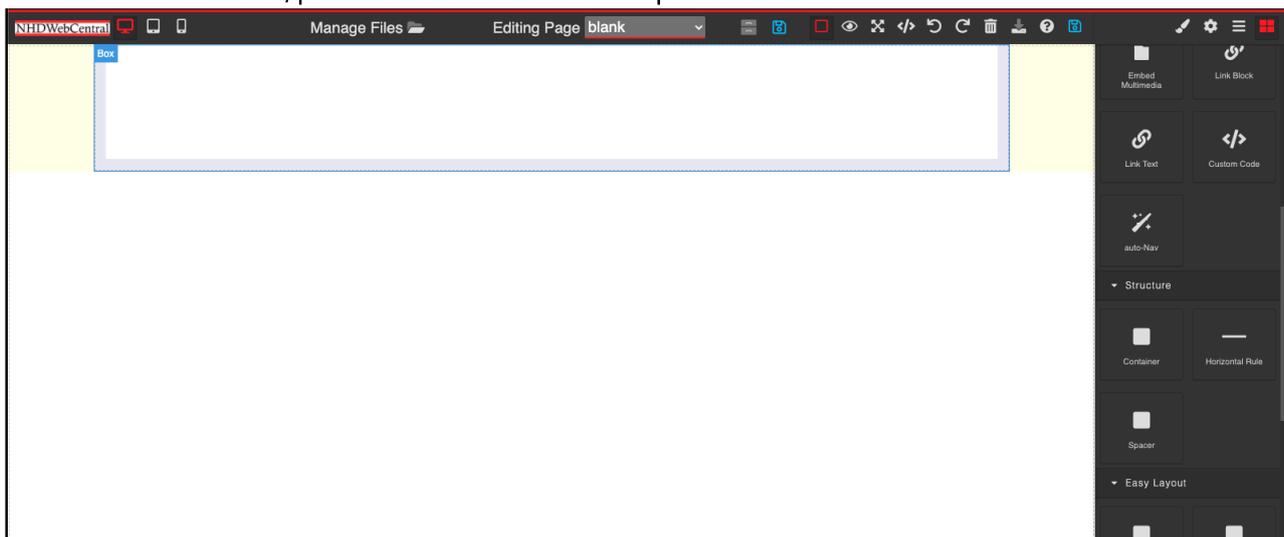
Decide where you want your link block and then drag in a **Link block** from the **Toolbox Pane**. You can add text or add an image. If you add an image, make sure it is clear what to do; a judge might not know to click on a picture of a star to move to the next page.

Once you add your text or image, you need to direct the link where to go. Select the block and click the chain icon to open the Internal Link editor. This will allow you to select the page you would like to link to. Click **Save and Close**.

What do the page templates look like?

Example of a Blank/Empty Template

This template is blank except for a container block. This is the template you would use to start from scratch by dragging and dropping blocks into the container or code/paste code into the Import editor.

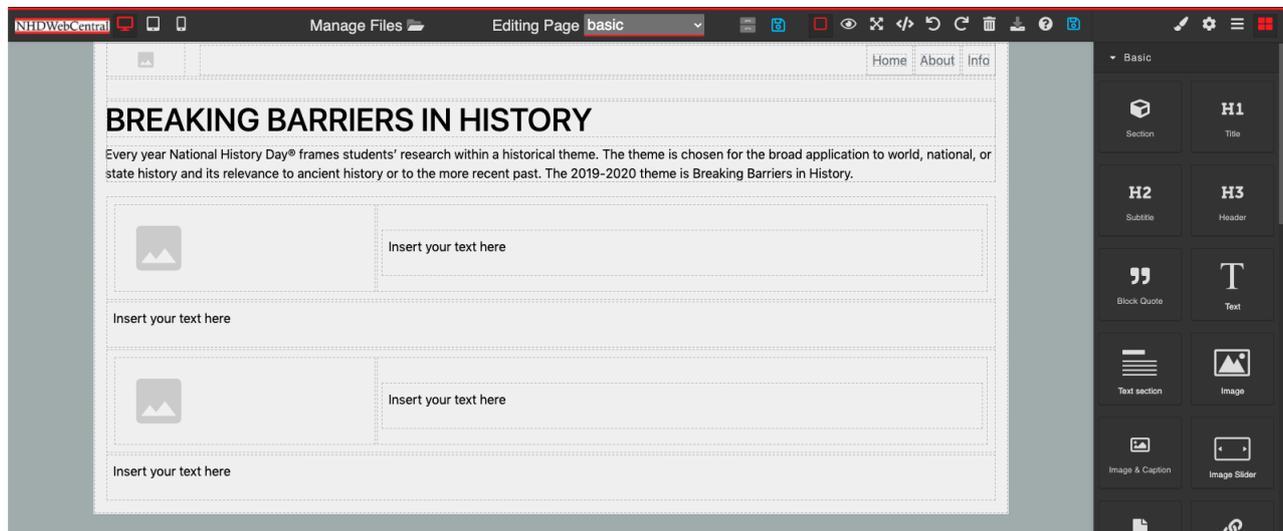


ADDING AND LINKING ADDITIONAL PAGES (CONT.)

What do the page templates look like? (Cont.)

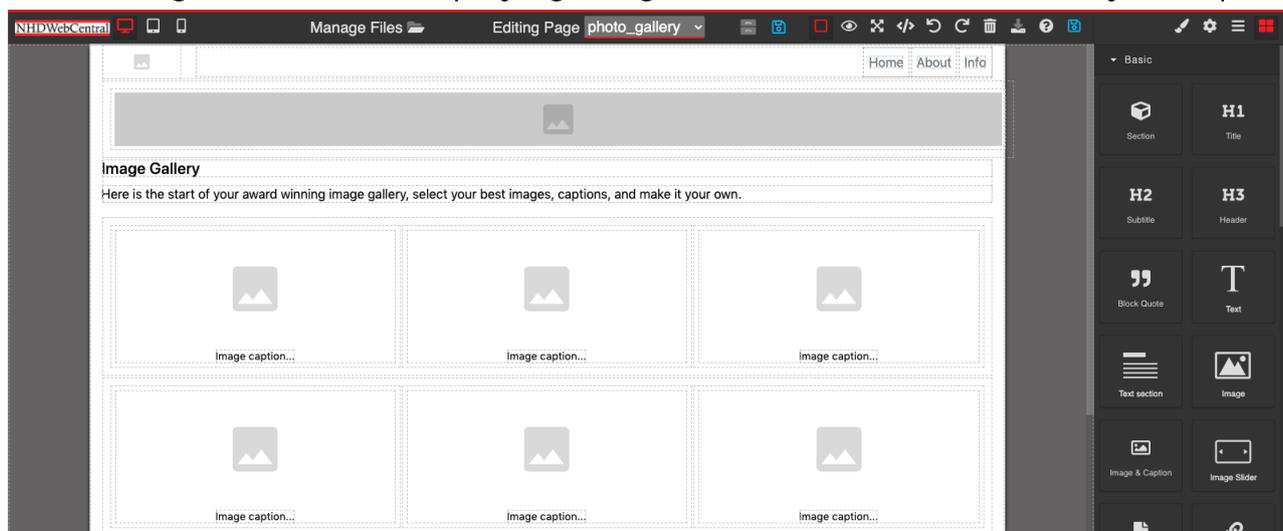
Example of a Basic Template

This template is preset with headers, images, and text blocks to get you started building a page.



Example of a Photo Gallery Template

This template is preset with photo gallery elements. This template can be handy for creating a timeline or displaying images or documents relevant to your topic.



ADDING AND LINKING ADDITIONAL PAGES (CONT.)

What do the page templates look like? (Cont.)

Example of a Splash Template

This template is preset with headers, images, and text boxes to get you started building a page. The image at the top of the page gives you space to add a "splash" of a photo that is relevant to your topic.

