Adding/Editing Content on your Website: How do I add text to a web page?

1. From your Dashboard, click "Edit Website" and then click the page on your navigation in which you would like to add content
2. Click ";Add a New Page Block”
3. Select Paragraph (Text, Photos, File/Link List)

4. To the right of where it says "Place At" tick either "Top" or "Bottom" (instructions on how to move it from the top or bottom are below).. Click "Submit" button.
5. Title your Paragraph Block
6. Write your text using our text editor
7. Click ";Save”
8. Publish your Page for your changes to make them live.

If you would like to move the block up or down on the page:

1. Hover your mouse on the red UP/Down arrow next to the Page Block you want to move
2. Using your mouse, left click on the arrow to "grab" the area of content
3. Drag the page block up or down to the area you want it to be
3. Let go of your mouse to secure your changes
4. Click ";Save”
5. Publish your Page for your changes to make them live.

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