

Side Banners: How do I add a side banner image that links to a page within my own website?

1. From your Web Builder Dashboard select Manage Side Banners from the Website Content section. Or you can also reach it in Edit Website mode via the Side Banner Library link on your main menu bar
2. Select Image (with Link)
3. Browse to find the image in which you would like your page to link OR select image from your File Library
4. Select **Option 3 Internal Link** and from the drop down menu choose the page within your website in which you want your image to link

DASHBOARD

EDIT WEBSITE

NEWSLETTER

MY ACCOUNT

Logged in as

Manage Banners > Edit Side Banner

1. Choose a Photo

AN MARKETING GROWTH
GRESS PLANNING
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Load:

Browse

Library

ONE Option)

Available Files

(Link to another Website)

(Link to one of your own webpages)

2. Select where this will link to

Option 1.

File Link Title:

File:

Option 2.

Outside Link:

Option 3.

Internal Link:

* grayed out pages are hidden

3. Add sorting and visibility preferences.

Banner Display Order: * Order on page, top to bottom, ie: 10, 20, 30, 40

Show On... ALL PAGES Clear All

5. Give your image a sort number. ***1 is highest in order, 100 is lowest**
6. Select the pages you want the image link to appear on or choose Show On All Pages
7. Submit your side banner and publish your pages

Unique solution ID: #1102

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