

Side Banners: How do I edit an existing side banner that appears on my website?

1. From your Web Builder Dashboard, select "Banners" located in "My Toolbox" in the center of the page.
2. Select Edit next to the Side Banner you wish to Edit.
3. Make your appropriate changes in the Edit Side Banner screen
4. Click the green "Submit" button at the bottom of the page to save your changes.
5. To make your changes live, click "Publish" on the right side of the dark blue box near the top of the screen.
6. Click the gray "Publish All Pages" button on the left side of your screen.
7. To see changes on your live site, you may need to refresh your browser (click the circular arrow on the right or left side of the address bar in your browser).

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