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Edit a Page or News Item

Stephanie Obodda - 2016-01-27 - Comments (0) - Edit Content

After you log in, you have two ways of getting to the content you wish to edit.

If the content you wish to edit is published and 'live' on your site

Simply go to that page on your website. Click the Edit tab, and you will see the edit screen where you can change the title, content and other settings.

If the content you want to edit is unpublished

You must access it via [the content list](#), found in the Admin Menu as Content Management/Content. The list will provide you a direct link to edit the content.