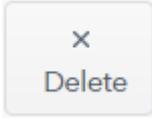


How To: 'Sliders' Module

1. Login to the CMS
2. From the menu to the left of the screen, click: 
3. This page displays the full list of slides. To delete a slide, click 
4. To change the order in which the slides are displayed, click on any one and drag it up or down through the list.
5. To edit a slide, click 'Edit'. To add a new one, click 'Add new record'. You will be taken to the page below:

Recommended Image Dimensions: width:1348px X height:400px

Sliders

Sliders Title

Sliders Intro

Sliders Intro Extended

Sliders Link

Status

6. In 'Slider's Title', insert a short title using upper case characters.
7. In 'Slider's Intro', insert a small, descriptive piece of text about the business (max 15-20 words). 'Slider's Intro Extended' field is for large pieces of text, but it is recommended that this field is left empty in order to keep word clutter to a minimum.
8. Each slide displays a 'Read More' link. To set this link, enter a URL into the 'Slider's Link' field.

9. Check the 'Status' box to publish the slide. To hide the slide and keep it as a draft, uncheck the box.
10. Click 'Upload Photo' to apply an image. Please follow the recommended image dimensions: width 1348px x height 400px.
11. Click 'Submit'.