

DF v2

CREATING A NEW PAGE

TO CREATE A 'NEW PAGE' CLICK HERE



Cornish Rex

The Cornish Rex

The playful, affectionate Cornish Rex is a small to medium-size cat with an extraordinary appearance, whiskers to his short coat with bent hairs. The unusual wavy coat comes in many colors and patterns, tortoiseshell. The Cornish Rex isn't the victim of a hair stylist experimenting with permanent wave sol product of a spontaneous natural mutation, a not uncommon occurrence in the world of cats.

[\[find out more...\]](#)

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CREATE 'NEW PAGE' LOOKS THE SAME AS 'PAGE SETTINGS' BUT ANY ACTIONS TAKEN ON THE 'NEW PAGE' ONLY AFFECTS THE 'NEW PAGE' AND NOT THE PAGE THE EDITOR IS CURRENTLY VIEWING

Change page settings



These options only apply to the selected page. They allow you to change the page layout and control who can view the page. Further page settings are available in "Admin".

Description:

The description is used to identify the page for editing, etc. - it is not displayed on the page

THIS MENU IS DISPLAYED WHEN 'NEW PAGE' IS CLICKED

Layout:

Column widths must add up to 100%. 0 = column not shown.

Content 1: % 2: % 3: % 4: %

Information: %

Total width = 100 %

Gap between columns: %

Viewing restrictions:

Options limiting who can see and edit pages.

- ☐ page is hidden (reinstate in "Admin")
- ☐ page can be viewed only by privileged users 1
- ☐ page can be viewed only by privileged users 2
- ☐ page can be viewed only by privileged users 3

Update page settings

Delete page

Cancel changes

A 'DESCRIPTION' SHOULD BE GIVEN TO IDENTIFY THE NEW PAGE. THIS DESCRIPTION IS NOT DISPLAYED ON THE WEBSITE. IT ALLOWS THE EDITOR TO EASILY FIND A HIDDEN PAGE IN THE 'WEBSITE'S ADMIN - LIST OF ALL PAGES'. SEE THE TUTORIAL IN THE HELP HUB TUTORIALS 'ADMINISTRATION INSTRUCTIONS'

THE DEFAULT PAGE 'COLUMN WIDTHS' CAN BE CHANGED TO THE EDITOR'S PREFERENCE AS LONG AS THE 'TOTAL WIDTH' DOES NOT EXCEED 100%. IF THE 'INFORMATION COLUMN' IS NOT REQUIRED SET IT TO ZERO AS IF LEFT AT 20% THE COLUMN WILL STILL TAKE UP THE SPACE ON THE PAGE.

THE 'GAP BETWEEN COLUMNS' CAN BE ADJUSTED FROM THE DEFAULT 3%. THE GAP IS SET AUTOMATICALLY NO MATTER WHAT THE COLUMNS ARE SET AT.

Change page settings

These options only apply to the selected page. They are available in "Admin".

Description:

The description is used to identify the page for editing, etc. - it is not displayed on the page

Our Home Page

Layout:

Column widths must add up to 100%. 0 = column not shown.

Content 1: % 2: % 3: % 4: %

Information: %

Total width = 100 %

Gap between columns: %

Viewing restrictions:

Options limiting who can see and edit pages.

- ☐ page is hidden (reinstate in "Admin")
- ☐ page can be viewed only by privileged users 1
- ☐ page can be viewed only by privileged users 2
- ☐ page can be viewed only by privileged users 3

Update page settings

Delete

A DESCRIPTION HAS BEEN ADDED WHICH ENABLES THE EDITOR TO LOCATE THE HIDDEN WEBSITE PAGE IN THE WEBSITES 'ADMIN - LIST OF ALL PAGES' FOR FURTHER EDITING



page. Further

COLUMNS ONE AND TWO HAVE BEEN SET AT 50%. COLUMNS THREE AND FOUR HAVE BEEN SET AT ZERO AND THE 'INFORMATION COLUMN' HAS BEEN REMOVED. THE 'GAP BETWEEN COLUMNS' HAS BEEN LEFT AT 3%

IN A PUBLIC WEBSITE THE VISITOR SHOULD NOT BE ABLE TO VIEW A PAGE UNDER CONSTRUCTION. TICKING 'PAGE IS HIDDEN' PREVENTS THE PAGE BEING VIEWED BY THE PUBLIC. THE HIDDEN PAGE CAN BE PUBLISHED WHEN READY BY REINSTATING THE PAGE IN 'ADMIN - LIST OF ALL PAGES'. IF A NAVIGATION BUTTON HAS BEEN CREATED FOR THE HIDDEN PAGE WHEN THE WEBSITE VISITOR CLICKS THE BUTTON THEY WILL BE TAKEN TO THE HOME PAGE. AN ALTERNATIVE WAY TO HIDE A PAGE IS NOT TO CREATE A NAVIGATION BUTTON FOR THAT PAGE. THE PAGE CAN THEN BE ACCESSED FOR EDITING AND MADE LIVE WHEN READY BY ACCESSING THE PAGE IN 'ADMIN - LIST OF ALL PAGES'.

Change page settings



These options only apply to the selected page. They allow you to change the page layout and control who can view the page. Further page settings are available in "Admin".

Description:

The description is used to identify the page for editing, etc. - it is not displayed on the page

Our Home Page

Layout:

Column widths must add up to 100%. 0 = column not shown.

Content 1: % 2: % 3: % 4: %

Information: %

Total width = 100 %

Gap between columns: %

Viewing restrictions:

Options limiting who can see and edit pages.

- ☐ page is hidden (reinstate in "Admin")
- ☐ page can be viewed only by privileged users 1
- ☐ page can be viewed only by privileged users 2
- ☐ page can be viewed only by privileged users 3

WHEN 'PAGE CAN BE VIEWED ONLY BY PRIVILEGED USERS' IS SELECTED IT GIVES THE USER PRIVILEGED ACCESS TO A NON-PUBLIC PAGE. THIS USER WOULD HAVE A USER NAME AND PASSWORD WHICH WILL ALLOW THEM TO ACCESS THE PAGE.
FOR EXAMPLE; THE PAGE COULD CONTAIN SENSITIVE INFORMATION THAT IS FOR THE ORGANISATION'S MEMBERS ONLY. THERE ARE THREE PRIVILEGED USERS SETTINGS AS SOME WEBSITES HAVE DIFFERENT PRIVATE INFORMATION FOR DIFFERENT USERS.
THE USER NAME AND PASSWORD FOR PRIVILEGED USERS IS SET-UP IN THE WEBSITES 'ADMIN - MANAGE USERS'

Update page settings

WHEN FINISHED REMEMBER TO 'UPDATE'

Digital Fife Tutorial Website

June 2022

Home About Page **Who's Who** History How to Make Contact Digital Fife



Home

About Page

Who's Who

History

How to Make
Contact

new introduction widget

new column 1 widget

new conclusion widget

new column 2 widget

WHEN UPDATED THIS IS HOW THE NEW PAGE IS DISPLAYED. IT HAS TWO COLUMNS SET AT 50%. THERE ARE STILL THE INTRODUCTION AND CONCLUSION COLUMNS THAT CAN BE USED IF REQUIRED. THE INFORMATION COLUMN HAS BEEN TURNED OFF. NOTE THAT THE DESCRIPTION 'OUR HOME PAGE' IS NOT DISPLAYED



Home
About Page
Who's Who
History
How to Make Contact
Digital Fife

Disclaimer

Administration

... manage website settings and undertake a range of administration tasks

Here you can view and edit information for your website, make site-wide changes, view statistics, send bulk e-mails, etc.

Your account:

- [Contact details](#)
(name, address, phone, email of website contact)
- [User agreement](#)
(your user agreement)
- [Basic set-up](#)
(organisation name, passwords, home page, and site options)

IN THE WEBSITES 'ADMIN' CLICK ON 'LIST OF ALL PAGES'

Website settings:

- [Site information](#)
(information to appear on each page, organisation description)
- [Domain information](#)
(domain names, security certificate and search engine optimisation)
- [Design and colour scheme](#)
(change page layout, menus and colours)
- [Logo](#) | [Banner](#)
(image to use as logo above vertical menus and image banner at the top of each page)

Administration tools:

- [List of all pages](#)

				copy.		
33114	About Page	Level 1 (2)	Priv 1	settings copy.	<button>View</button>	<button>Delete</button>
33262	About Page		Hidden	settings copy.	<button>View</button>	<button>Delete</button>
33277	Copy of About Page			settings copy.	<button>View</button>	<button>Delete</button>
33278	Copy of About Page		Hidden	settings copy.	<button>View</button>	<button>Delete</button>
33279	Copy of Test 3105			settings copy.	<button>View</button>	<button>Delete</button>
33108 *Home*	Our Home Page	Level 1 (1)	Hidden	settings copy.	<button>View</button>	

WHEN 'LIST OF ALL PAGES' IS ACCESSED THE 'DESCRIPTION' ALLOWS THE EDITOR TO IDENTIFY THE PAGE. IT CAN VIEWED, EDITED, 'PAGE SETTINGS' CAN BE CHANGED. A 'COPY' CAN BE MADE OF THE PAGE. THIS PAGE CANNOT BE DELETED AS IT IS THE HOME PAGE.