revize.
The Government Website Experts

MOORE COUNTY,TX
Aug 23, 2022 8:00 AM CST / 9:00 AM EST
Aug 30, 2022 8:00 AM CST / 9:00 AM EST

Part 1 - The Basics (90 minutes)

Following Options Available to All Users

Login / Agenda
- Help Page / Revize Support
- Admin Panel / Publishing
- File Manager----create folders, add subfolders

Adding Content & Links (Edit Center Data)
1. Link to a page off your site
2. Link to another webpage ...   on your site
3. Anchor
4. Link to a Document
5. Link to Email/ Phone Number
6. Link to New Page for Additional Information (Read More - fullwidth) Paste URL

Adding Images: ADA Compliance
Save / Save as Draft / Cancel / History
Adding YouTube Video
Editing the Banner Image

Admin options;   User permissions, Calendar , News Events

Part 2 - Advanced Features and Q&A (90+ minutes)
Q&A: Have you been editing the site? Any concerns? Questions?

Following Options Available to All Users
Left Navigations: Creating Pages/ Modules/ Templates
Admin options
Editing Home Page
Editing the Top Navigation
Using the Back End/Admin Page (hidden pages)

Note: Some options are not enabled until the site is LIVE such as *"Facebook Integration", "enotify", "save-as-draft'", "Search"*