Replace Web Page with the Template

- Login
- Click on the page that will be replaced
- Roll cursor to Pages at the top
- Click Import Page

To Replace:

- Locate Template Folder from dropdown
- Select the Template
- Click Replace the current Page
- Click Update
- Reconnect the Permissions through Page Settings (*see next page*)
Create a New Page is also an option:

- Locate Template Folder
- Select the Template
- Click Create a new Page
- Add a Page Name
- Select Parent Page
- Optional Insert Page
- Click Update
- Connect Page Permissions as seen above

Reconnect Permissions:

- Edit Page
- Click Page Permissions
- Click Edit/View on Security Role
- Click Update when finished
After setting Permissions:

- Click on the Page Details Tab
- Add Page Title
- Description
- Keywords
- Click Update