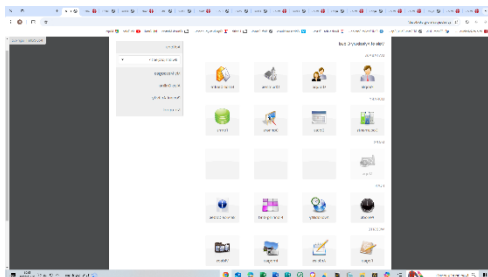


Flow diagram for finding and Editing Church pages

ON your chosen internet browser: open the Circuit Website:

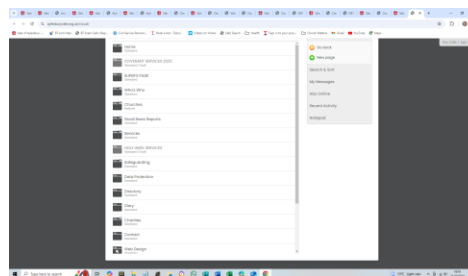
www.aylesburyvale.org.uk then click on the Cloud icon ☁



On the Icon screen move the Cursor to the PAGES Icon (nearly bottom left) and Click to select it. This will reveal a list Folders containing all of the pages on the Website



Folders may contain any number of pages, but those with several pages will have a + on the top right corner



Clicking on any folder will show the contents of the folder, each page being named, or more folders which can be opened in the same way.
Click on the black 'HOME' folder to find the Christmas Events page, when selected you can choose to edit it.
Click on 'CHURCHES' to find your church and the pages you may want, choose 'edit' to make your changes..

This is not the CHRESTOS CHURCH page where you enter Plan Notes and other church details

Do not forget to click 'Done' to save your work!

Church pages should be set to 'Live' but leave that to the main editor for the home pages