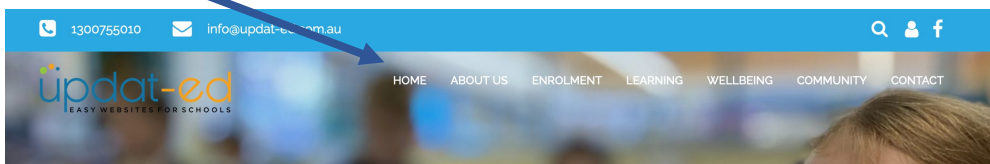


# Working with the Navigation

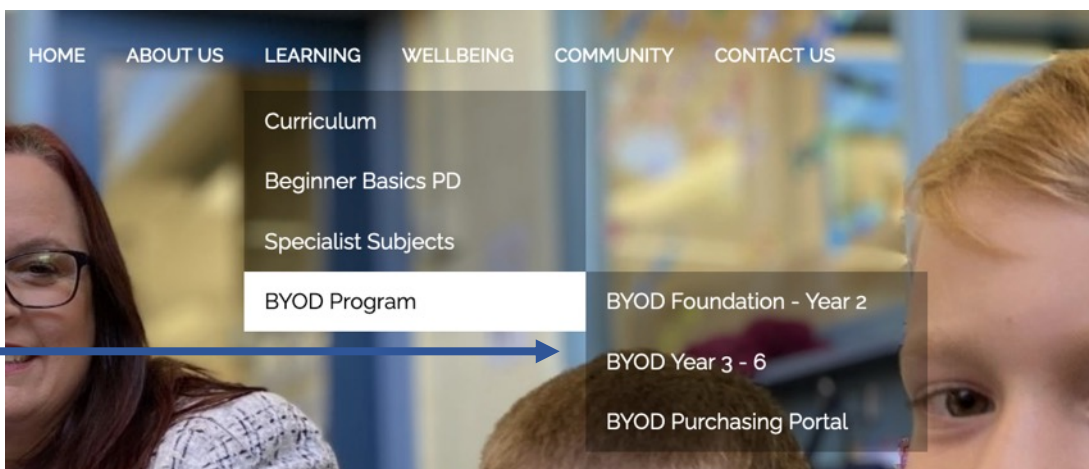
- The navigation of your site is the way in which your content is displayed on your page.
- **Main navigation** - these appear as a main menu on your homepage. (Depending on your theme it will look similar to the one below:



- **Secondary Navigation** - a child of the main navigation



































- **Tertiary Navigation** - a child of the secondary navigation



- The navigation of your site is easily manipulated.

## Website Content - Navigation

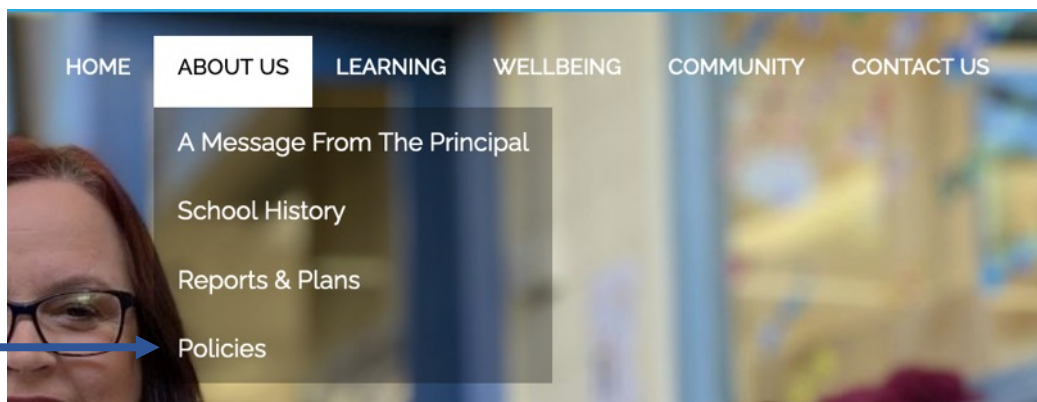
Pages	Navigation	Widgets	Widget Selector	Quick Push
<b>Manage navigation</b>				
Position	Navigation Label	Page Name	Controls	Operations
1	Home	Homepage	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿ ➠ ➡ ➢ ➣ ➤ ➥ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
2	About Us	Homepage	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
3	A Message from the Principal	Page:A Message from the Principal	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
4	School History	Page:School History	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
5	Reports & Plans	Page:Reports & Plans	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
6	Policies	Page:Policies	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
7	Learning	Homepage	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
8	Curriculum	Page:Curriculum	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
9	Beginner Basics PD	Page:Beginner Basics PD	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
10	Specialist Subjects	Page:Specialist Subjects	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
11	BYOD Program	Homepage	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
12	BYOD Foundation - Year 2	Page:BYOD Foundation - Year 2	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
13	BYOD Year 3 - 6	Page:BYOD Year 3 - 6	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
14	BYOD Purchasing Portal	Page:BYOD Purchasing Portal	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
15	Wellbeing	Homepage	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 
16	Wellbeing Program	Page:Wellbeing Program	➕ ➡ ➤ ➦ ➧ ➨ ➩ ➪ ➫ ➬ ➭ ➮ ➯ ➰ ➱ ➲ ➳ ➴ ➵ ➶ ➷ ➸ ➹ ➺ ➻ ➼ ➽ ➾ ➿	 

- The arrows on the right hand side can change your navigation.
  - Hard Left** – Main Navigation
  - Indented Once** – Secondary Navigation
  - Indented Twice** – Tertiary Navigation

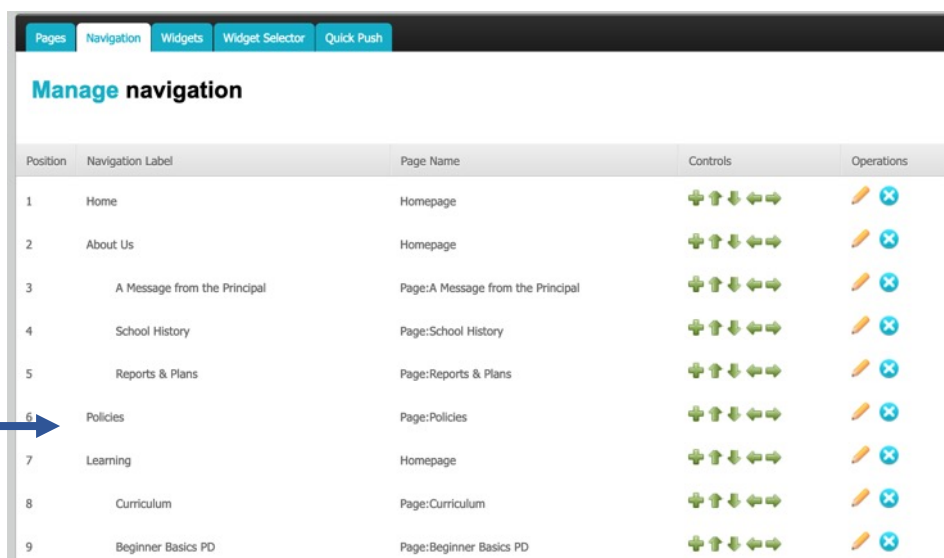
- If I were to “Outdent” position 6 in the navigation – “Policies”. This would mean it would become a main navigation tab.

## BEFORE

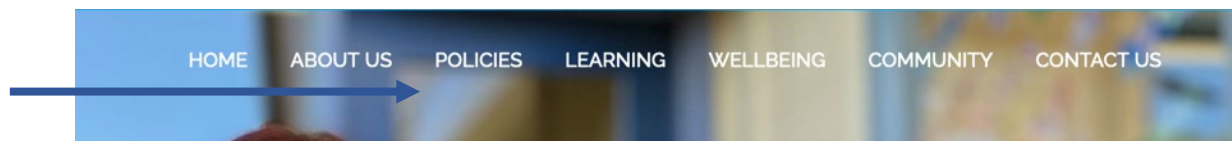
Position	Navigation Label	Page Name	Controls	Operations
1	Home	Homepage	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
2	About Us	Homepage	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
3	A Message from the Principal	Page:A Message from the Principal	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
4	School History	Page:School History	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
5	Reports & Plans	Page:Reports & Plans	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
6	Policies	Page:Policies	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
7	Learning	Homepage	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
8	Curriculum	Page:Curriculum	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕
9	Beginner Basics PD	Page:Beginner Basics PD	⬅ ➡ ⬅ ➡ ⬅ ➡	✏ ✕



## AFTER



Position	Navigation Label	Page Name	Controls	Operations
1	Home	Homepage	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
2	About Us	Homepage	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
3	A Message from the Principal	Page:A Message from the Principal	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
4	School History	Page:School History	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
5	Reports & Plans	Page:Reports & Plans	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
6	Policies	Page:Policies	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
7	Learning	Homepage	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
8	Curriculum	Page:Curriculum	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️
9	Beginner Basics PD	Page:Beginner Basics PD	⬆️⬆️⬆️⬆️⬆️⬆️⬆️	✏️ ✖️



- You can easily change this back by indenting the page using the arrows on the right.

## CHANGING POSITIONS

If you would prefer your content to be placed in a different order, you can use the UP and DOWN arrows to change the order they appear in the navigation.

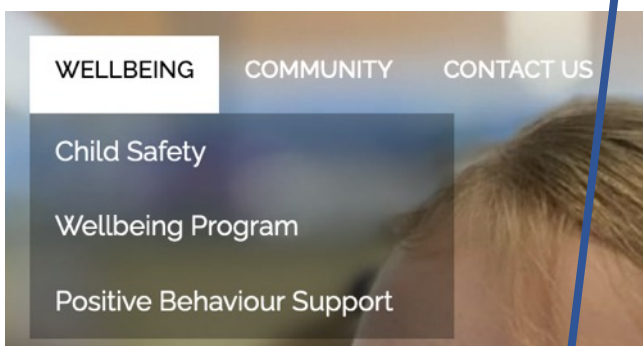
## BEFORE

15	Wellbeing	Homepage	↑ ↓ ↶ ↷	✎ ✕
16	Wellbeing Program	Page:Wellbeing Program	↑ ↓ ↶ ↷	✎ ✕
17	Positive Behaviour Support	Page:Positive Behaviour Support	↑ ↓ ↶ ↷	✎ ✕
18	Child Safety	Page:Child Safety	↑ ↓ ↶ ↷	✎ ✕



## AFTER

15	Wellbeing	Homepage	↑ ↓ ↶ ↷	✎ ✕
16	Child Safety	Page:Child Safety	↑ ↓ ↶ ↷	✎ ✕
17	Wellbeing Program	Page:Wellbeing Program	↑ ↓ ↶ ↷	✎ ✕
18	Positive Behaviour Support	Page:Positive Behaviour Support	↑ ↓ ↶ ↷	✎ ✕



In this instance, we moved “Child Safety” UP to positions using the arrows on the right.

If you need to change positions that requires a big movement – it is often easier to delete the page from Navigation and insert it in the new area. Eg. Moving Position 20 up to Position 6.

**Manage navigation**




Position	Navigation Label	Page Name	Controls	Operations
1	Home	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
2	About Us	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
3	A Message from the Principal	Page:A Message from the Principal	⬆️⬇️⬆️⬆️⬆️	✏️✖️
4	School History	Page:School History	⬆️⬇️⬆️⬆️⬆️	✏️✖️
5	Reports & Plans	Page:Reports & Plans	⬆️⬇️⬆️⬆️⬆️	✏️✖️
6	Policies	Page:Policies	⬆️⬇️⬆️⬆️⬆️	✏️✖️
7	Learning	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
8	Curriculum	Page:Curriculum	⬆️⬇️⬆️⬆️⬆️	✏️✖️
9	Beginner Basics PD	Page:Beginner Basics PD	⬆️⬇️⬆️⬆️⬆️	✏️✖️
10	Specialist Subjects	Page:Specialist Subjects	⬆️⬇️⬆️⬆️⬆️	✏️✖️
11	BYOD Program	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
12	BYOD Foundation - Year 2	Page:BYOD Foundation - Year 2	⬆️⬇️⬆️⬆️⬆️	✏️✖️
13	BYOD Year 3 - 6	Page:BYOD Year 3 - 6	⬆️⬇️⬆️⬆️⬆️	✏️✖️
14	BYOD Purchasing Portal	Page:BYOD Purchasing Portal	⬆️⬇️⬆️⬆️⬆️	✏️✖️
15	Wellbeing	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
16	Child Safety	Page:Child Safety	⬆️⬇️⬆️⬆️⬆️	✏️✖️
17	Wellbeing Program	Page:Wellbeing Program	⬆️⬇️⬆️⬆️⬆️	✏️✖️
18	Positive Behaviour Support	Page:Positive Behaviour Support	⬆️⬇️⬆️⬆️⬆️	✏️✖️
19	Community	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
20	Enrolment	Page:Enrolment	⬆️⬇️⬆️⬆️⬆️	✏️✖️

- Click on the blue cross on the right hand side of your "Enrolment" page. (This is removing from the Navigation not deleting the page).
- Go to Position 5 of your navigation and click the the green + button

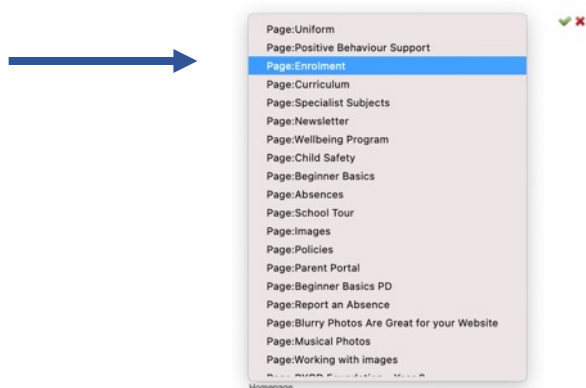
Position	Navigation Label	Page Name	Controls	Operations
1	Home	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
2	About Us	Homepage	⬆️⬇️⬆️⬆️⬆️	✏️✖️
3	A Message from the Principal	Page:A Message from the Principal	⬆️⬇️⬆️⬆️⬆️	✏️✖️
4	School History	Page:School History	⬆️⬇️⬆️⬆️⬆️	✏️✖️
5	Reports & Plans	Page:Reports & Plans	⬆️⬇️⬆️⬆️⬆️	✏️✖️






- A drop down menu with Homepage will appear. Click on the drop down.

Position	Navigation Label	Page Name	Controls
1	Home	Homepage	
2	About Us	Homepage	
3	A Message from the Principal	Page:A Message from the Principal	
4	School History	Page:School History	
5	Reports & Plans	Page:Reports & Plans	
6	<input type="text" value="New"/>	Homepage 	 

- Find your enrolment page, then click on the green tick.

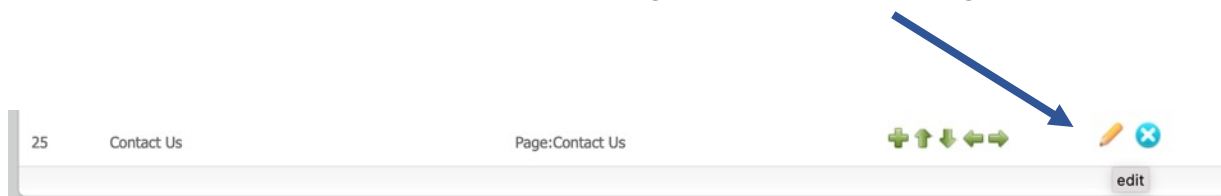


Position	Navigation Label	Page Name	Controls
1	Home	Homepage	
2	About Us	Homepage	
3	A Message from the Principal	Page:A Message from the Principal	
4	School History	Page:School History	
5	Reports & Plans	Page:Reports & Plans	
6	<input type="text" value="Enrolment"/>	Page:Enrolment 	 

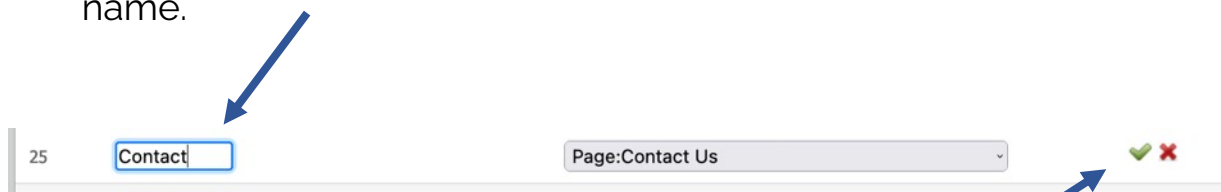
## CHANGING PAGE NAMES

You can modify the name of the page as it appears on your navigation and give it a different name (often useful when your navigation menu is full or your page name is quite long).

- Click on the pencil beside the page name (on the right)



- Put your cursor in the box with the page name and type your new name.



- Click on the green tick and check out your site.

