



Useful links

You can add some links to refer your users to sites that contain relevant information.

Useful Links

It's worth mentioning on the Links page that you cannot vouch for the quality of external sites, since even if they were of excellent quality when you looked at them, they may have changed subsequently.

Adding a link:

- Enable the '**Useful Links**' page from the '**Manage Website**' and '**Use standard pages**' menu
- Select the '**Useful Links**' page from the navigation menu
- Select '**Add a link**'
- Enter the Title and Description of the link
- Enter the URL (website address) of the link you would like to include and click '**Save**'
- Choose where on the list you want your link to sit by clicking on one of the '**Place link here**' buttons
- By selecting '**Edit**', '**Move**' or '**Delete**' beside your links you can manage your page

Adding headers:

- Click '**Edit page title and description**' to change the title and description of the page
- To add categories to your links click '**Add a header**'
- Enter the title and description for the header of the group of links and click '**Save**'
- Choose where you would like the header to sit on the page
- Use the '**Edit**', '**Move**' or '**Delete**' links to manage your headers

You can reach the Help Desk on: **01245 436559** or via email support@essexinfo.net

