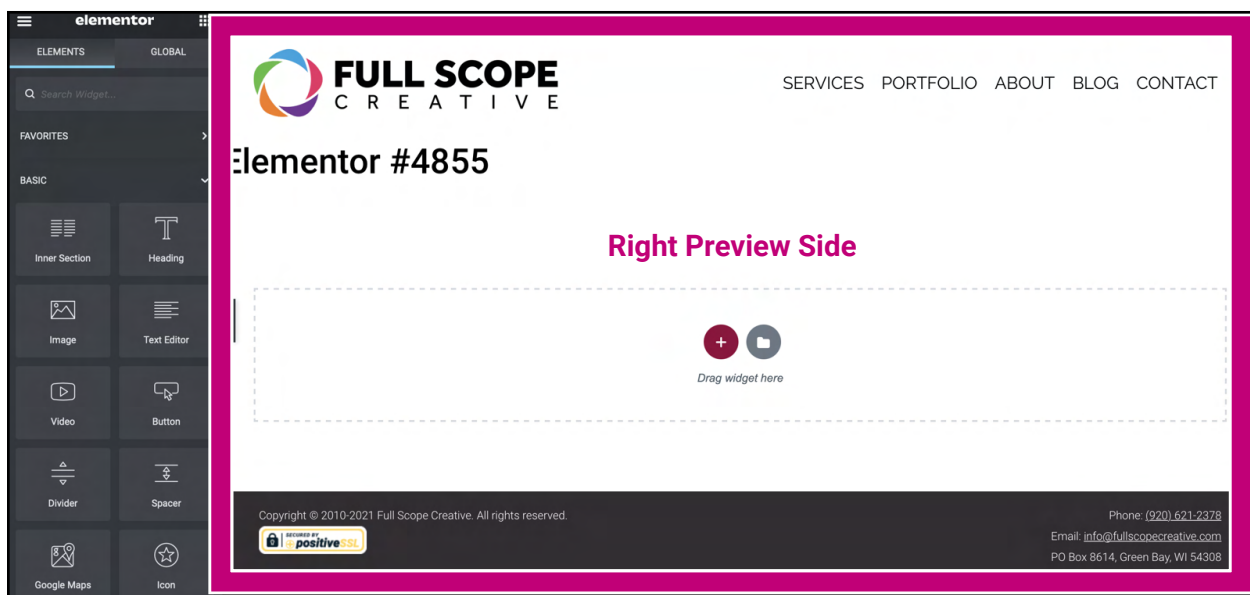
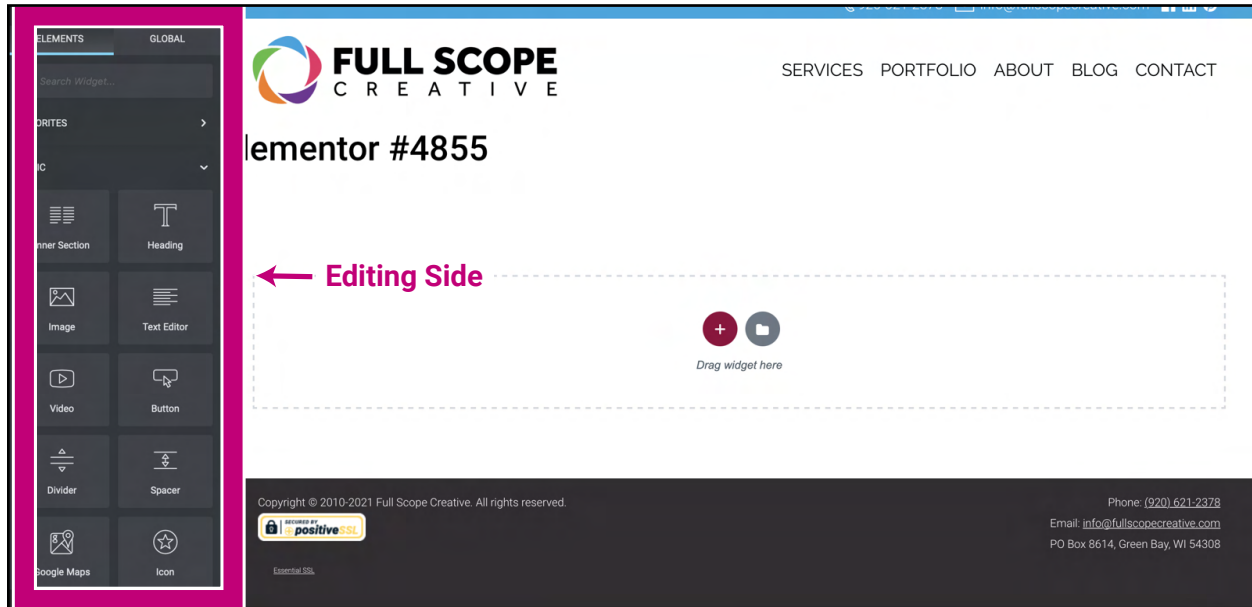


EDITING PAGES WITH ELEMENTOR OVERVIEW

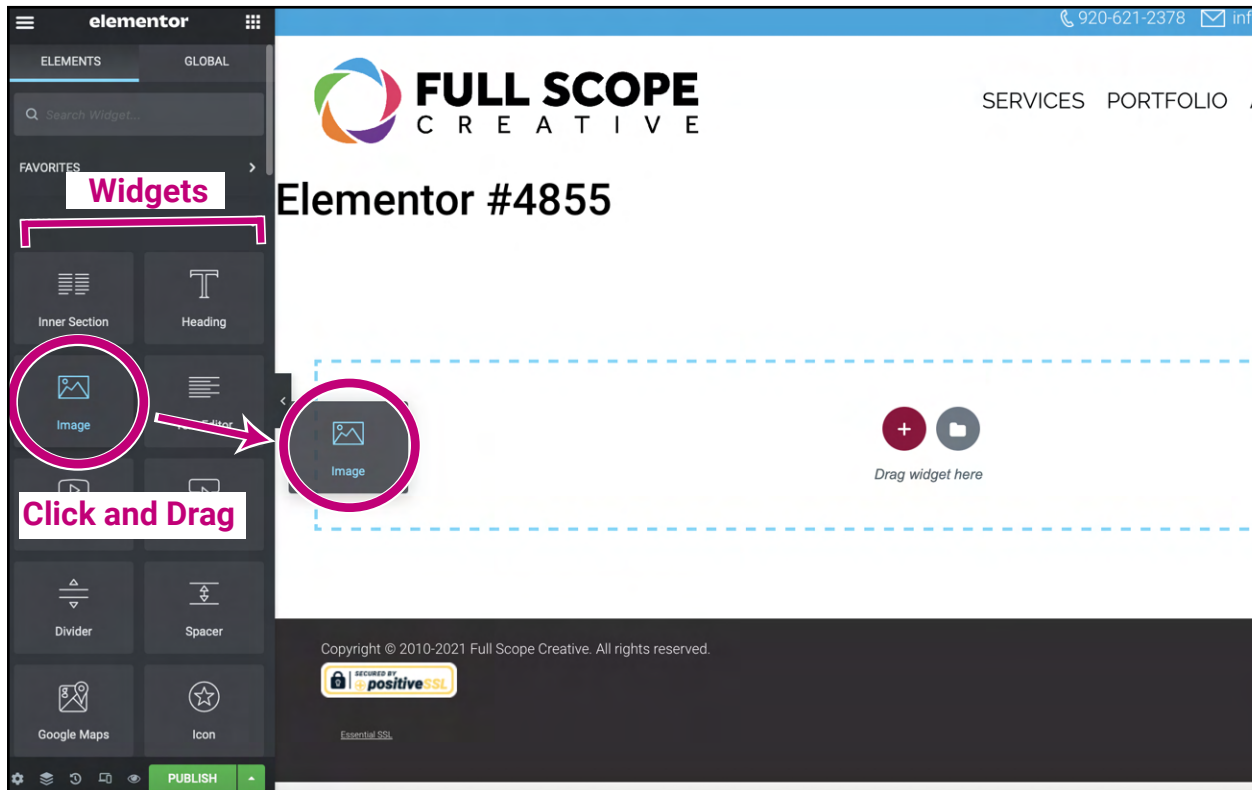
1. Sign in if necessary (See [Page 1: "Signing In"](#)) and access the "Posts" page (See [Page 7: "Accessing Pages"](#)). Then create a new post (See [Page 15: "Creating a New Page"](#)).
2. When you have a new post created, you will find a **preview screen** of the page on the right. Note: the preview screen does not have all of the formatting on the website, so it may appear a bit distorted from the published version.



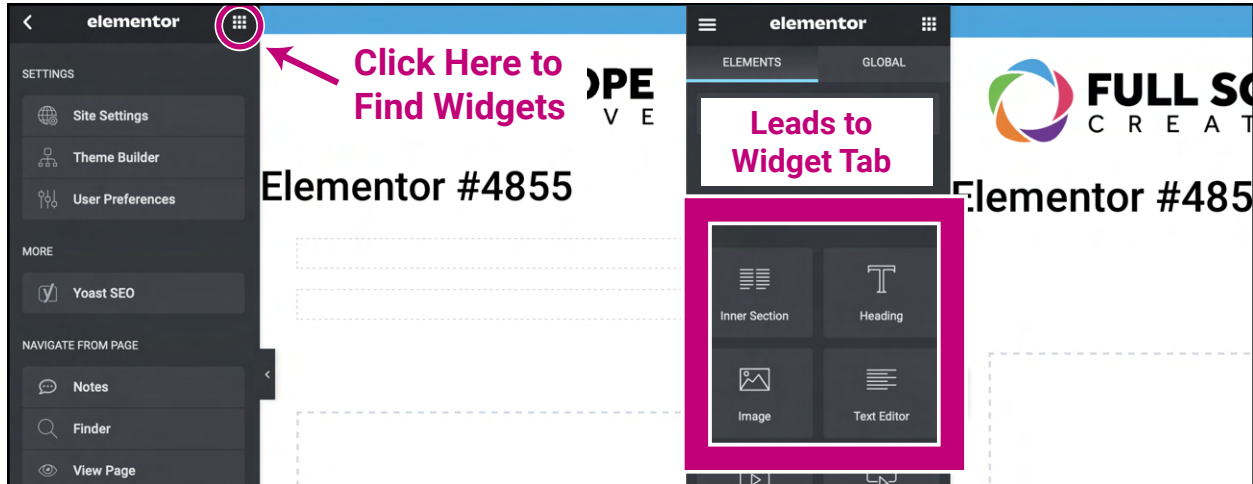
3. On the left is the **editing sidebar**.



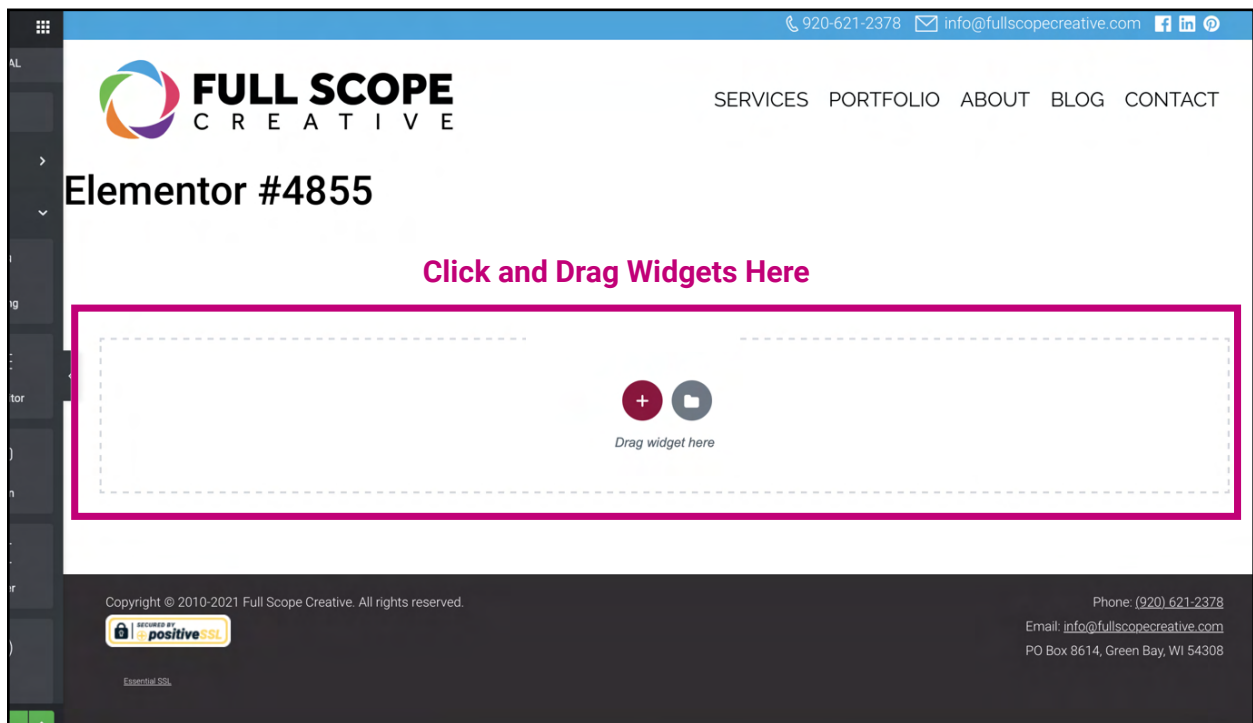
4. The editing sidebar consists of **widgets** that can be clicked and dragged onto the right preview side. The widgets consist of headings, images, text, etc.



5. To insert widgets into your structure, you first need to ensure the “Elements” tab is selected on the editing sidebar. To get there, select the **nine small squares** at the top of the sidebar next to the word “elementor”. All the widgets are stored there.



6. The right preview side contains a box with a “+” and a folder. This is where you click and drag widgets, or create sections.



7. For more information about the widgets and how to utilize them, see [Page 53](#) for the beginning of the section about widgets. There you will find steps for creating and editing sections, media, galleries, etc.

8. Once you are satisfied with your edits click the green **“Update”** button.

