

How to Feature or Un-feature an item:

Step 1. Go to the Edit tab on the homepage.



Step 2. Click in a box under Featured on Homepage and either add the name of a page or delete the name of a page.

A screenshot of a web form titled 'Featured on Homepage:'. It contains a list of items with plus signs and dropdown arrows. The first two items are 'Memorial Minute Nancy Parker McDowell (3061)' and 'Solstice Labyrinth Walk (3051)'. A large purple arrow points to the dropdown arrow of the second item. Below this list is a green button labeled 'Add another item'. The form also includes a 'Group Subtitle' field with the text 'Quakers in Richmond, IN', a 'Meeting Times' section with a rich text editor containing '10:00 - 11:00 a.m. Sundays', and fields for 'Contact' (Phone: (765) 935-5448, Contact Email), 'Facebook', and 'Twitter'. At the bottom, there are 'Save' and 'Delete' buttons. A large purple arrow points from the 'Delete' button towards the left, with the text 'Don't forget to save!' written inside it.