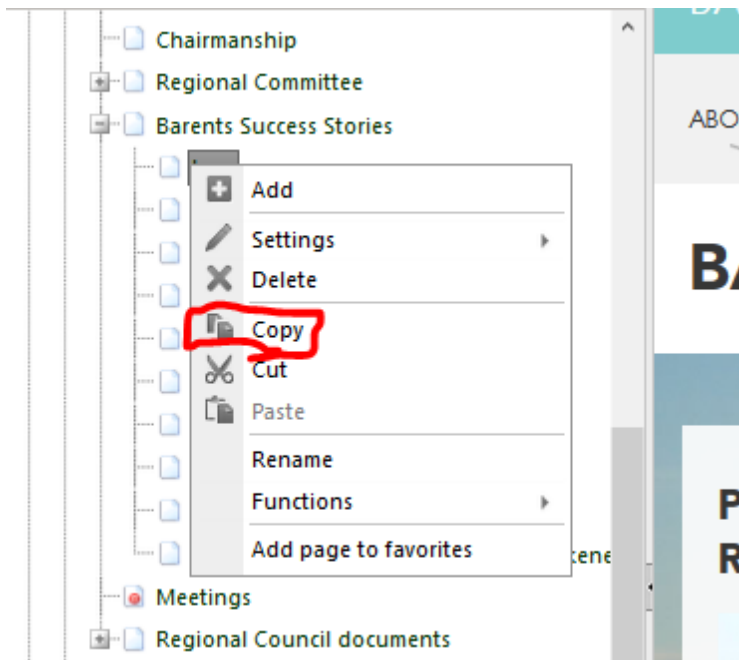

PUBLICATION OF A NEW SUCCESS STORIES

STEP 1: Coping an existing page.

STEP 2: Adding a new column to the Success Stories front page.

STEP 1: Copying an existing page

1. Click the right mouse button when on the page which you want to copy.
2. Then go the page under which you want the new page and paste it.



3. Go to the settings of the newly copied page to change its name, address and description as in the image below.

Also notice that when you edit the contents of the page, the new edits will be first saved as Draft until you publish it.

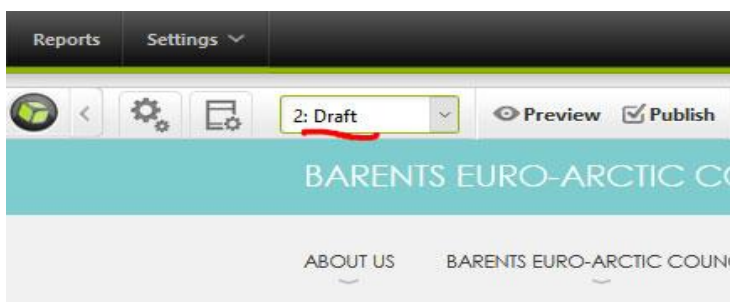
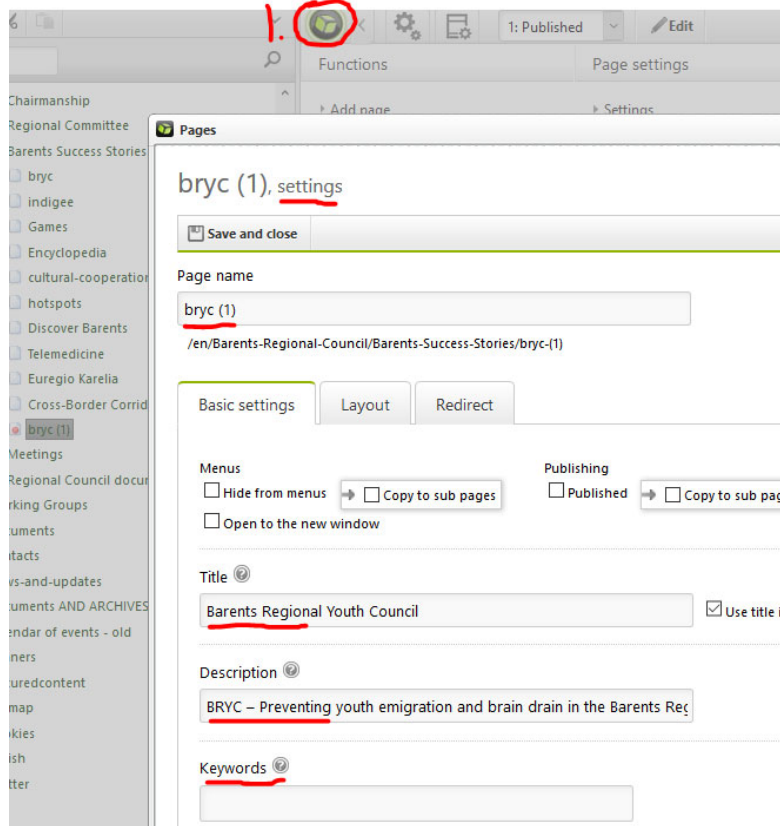


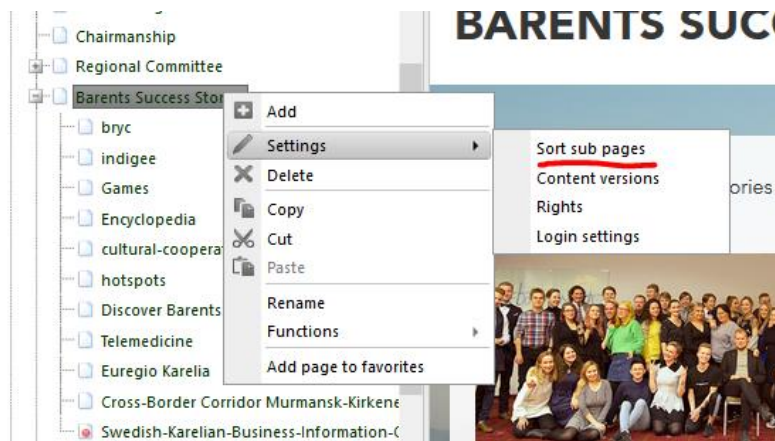
Foto size in the page: 700 x 432 px

4. Edit the name, title, description and keywords of the new page from existing copy.



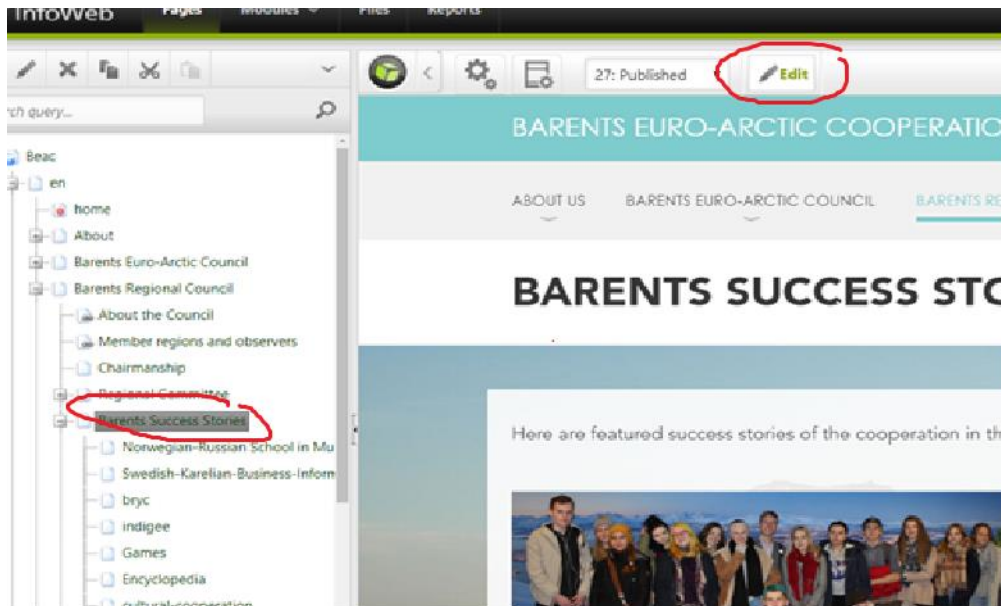
5. Change the order of the pages in the menu system.

Right-click on the top page: Settings -> Sort sub pages.

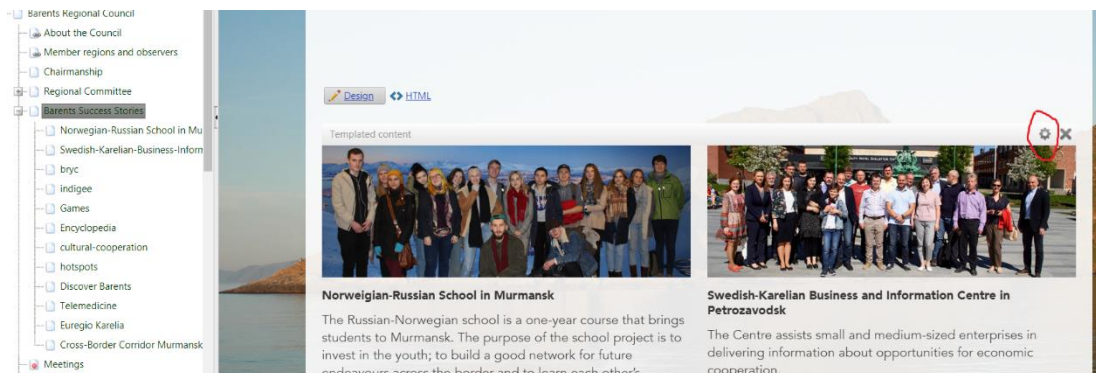


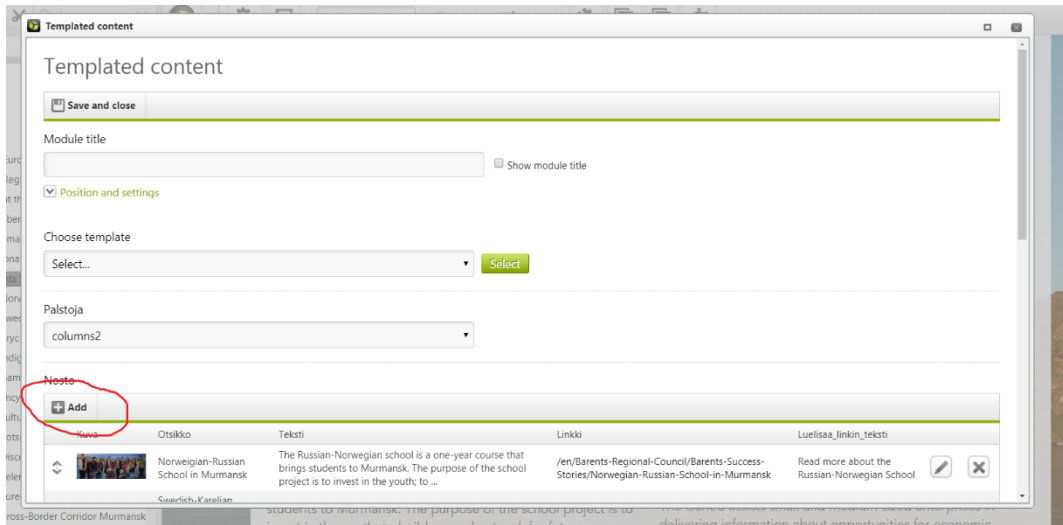
STEP 2: Adding a new column to the Success Stories front page

1. Click on 'Barents Success Stories' and after on 'Edit'.

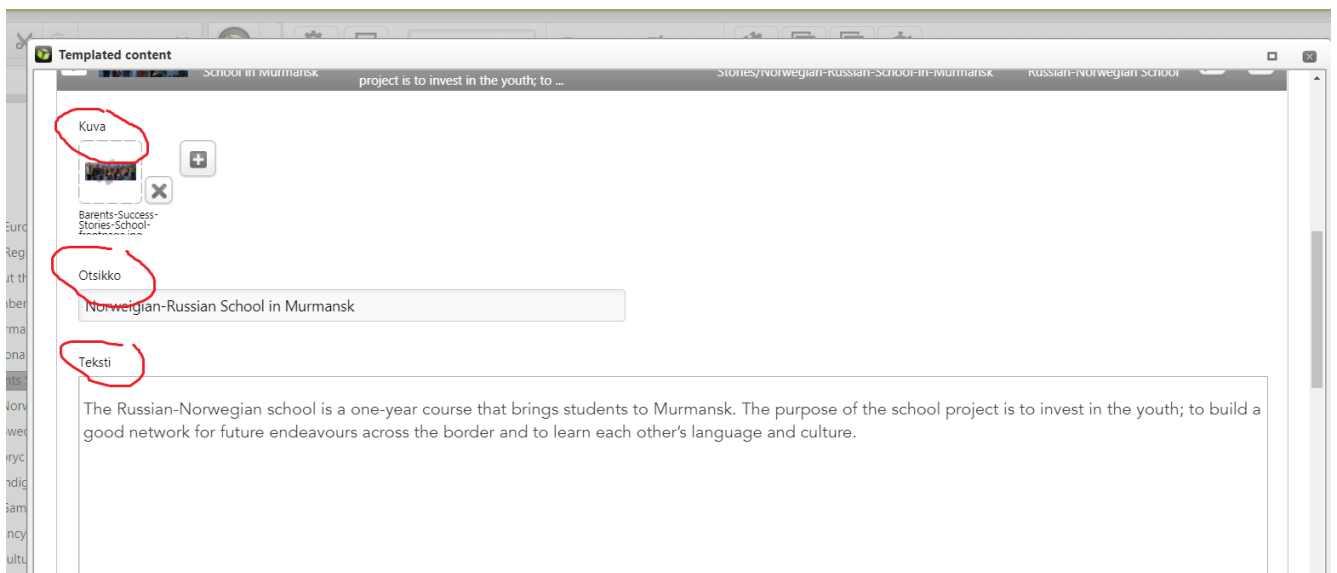


2. Click on 'Settings' and then on 'Add'.

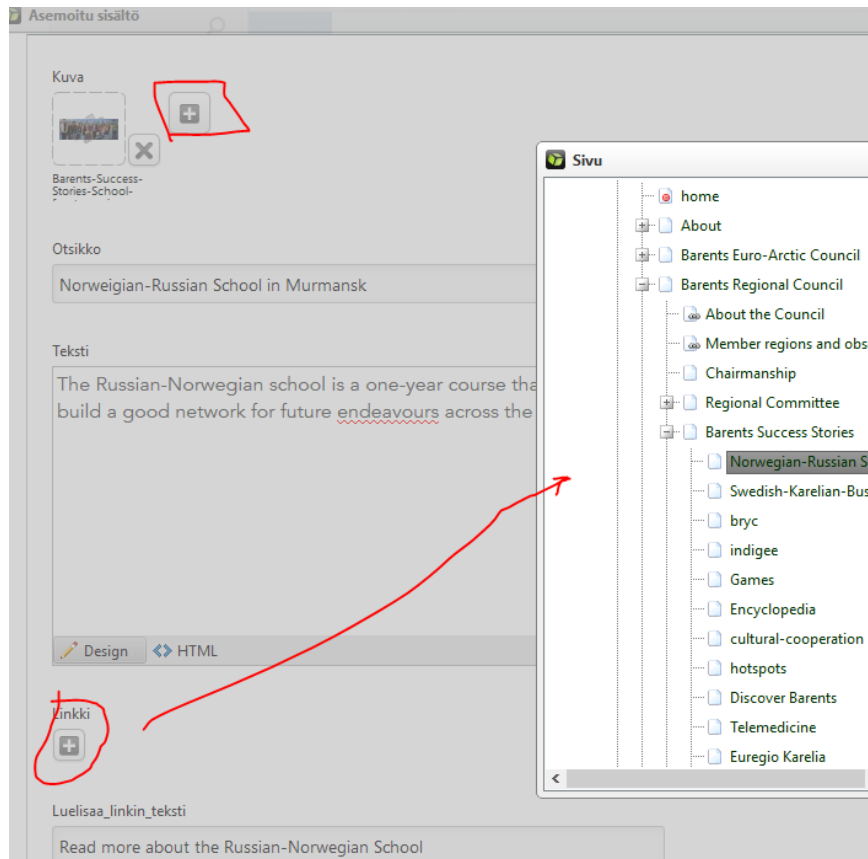




3. Scroll down. In 'Kuva' add the front picture in size 700 x 250 px. In 'Otsikko' add the title of the success story. In 'teksti' add a short description (the first lines of the story).



4. Scroll down. In 'Linkii' add the link of the new created page of STEP 1. In Save!



Remember:

Size of the photos.

- Front page: 700 x 250 px
- Story page: 700 x 432 px