

# News

Create and manage blog posts.

- [Summary](#)

# Summary

Use this section to edit and manage your News (Blog) posts.

These posts will be output within the news section of your website on [www.yourdomain.co.uk/news](http://www.yourdomain.co.uk/news).

## Key to icons

 = is live


 = is disabled



= archived

 = edit

 = delete

 = copy

# Setup

## Add/Edit Page

Use these settings to control the top level settings for your post.

Field	Purpose
Page Name	<i>The name of the page; this will display as the H1 Text (required)</i>

Field	Purpose
Live	<p>Set to yes/no</p> <p>This will put the banner live, but will be limited by the Publish Date</p> <p>If set to no, the post will not show under any circumstances</p>
Full Width	Set the page to be full width
Hide Page Title	If set to yes, your H1 text will be take from the Heading of the first Content Block on the page
Publish Date	<p>Defaults to the day the post was created</p> <p>If set in the future, the post will not be live until that date</p> <p>If Live is set to no, the post will not be shown regardless of Publish Date</p>
Author	Choose a User from the list as the author of the piece
Main Image	Add an image that will be shown on the News page (list view)
Main Image Alt Tag	Add an alt tag to your Main Image
Tag (comma separated)	<p>Add tags for your News post; these will be used for categorisation on the News page (list view)</p> <p>You can add multiple tags via a comma delimited list</p>

# Content Management

News pages use the [Modular Block](#) system to manage your pages.