

<u>Knowledgebase</u> > <u>Web</u> > <u>Joomla</u> > <u>Joomla</u> - <u>How to Add a New Page</u>

Joomla - How to Add a New Page

Francisco Kuriyama - 2018-08-31 - Comments (0) - Joomla

To add a new page to your site using Joomla, simply follow these instructions:

- 1. Login to insideSOU.
- 2. Go to your website.
- 3. From your left links, use the "Manage your Site" left navigation link.
- 4. Towards the bottom of the page, click on the "New" red button. (If you have sub-categories, to create a new page in the sub-category, click on the sub-category link, then look for the "New" button")
- 5. Setup your page:
 - **Title**: Enter a descriptive title for your page.
 - Alias: Leave it blank if you want Joomla to auto-generate it, else enter a unique file name for your page. (Make it short, no spaces allowed), the alias is used to construct your web address.
 - **Content:** Enter the main content for your page.
- 6. Click the "Save" button to save your page.
- 7. Your page has now been created, but you still need to "Publish" your page.
- 8. Edit your page. Go to the "Publishing" tab, then set the "Status" to "Published".