COUNTY OF SLO WEBSITE CMS TIP SHEET

Important Links

| Edit County Website | http://cmsstg/Kentico10/Admin |
| No access? Please call x2800 |
| Full Training Document | http://cmsstg/Kentico10/Training |
| Department Analytics | https://goo.gl/sk2zW5 |
| Kentico Training Video | https://youtu.be/syBjwCd5Z28 |

Welcome to Kentico

This is your Application Dashboard, where you can easily access the most important applications.

Click on the “Pages” icon to edit site content.

THE BASICS

A lot of the work you will do in Kentico will be from the content toolbar. From this section you can create, delete, move and search for pages and documents.

ACCESSING PAGES

You can access pages and content through the “Tree” navigation. Sections shown or hidden by clicking on the “+” or “-” icons from each page.

You only have access to edit your own department content.

EDITING CONTENT

Content editing / publication happens on either the Form or Page tab – or sometimes both.