

## Page Share Block

The Page Share block can simplify the content entry effort for your site in cases where the same content needs to be used on multiple pages. When the shared content changes, every page sharing that content is automatically updated.

NOTE: Using too many Page Share blocks on one page could impact site performance. Contact Northwoods to discuss options if you find your situation requires multiple Page Share blocks on a single page.

## **Create Page Share Content**

- 1. Navigate to [Your Site] > OffNav > PageShares.
- 2. Add a new page.
- 3. Select Standard Page type.
- 4. On that page add a block and add content to the block.
- 5. Publish the page.

## Add Page Share Block to Page

- 1. Open the page that you would like to add the Page Share Block to.
- 2. Click the Add A Block button, and then select Page Share.

Add Content 🔻	0 blocks selected			) (
System Blocks	5			^
Application	File Upload	Page Share	Segmented Search	
Data Detail	Filter	Photo	Site Map	
Data Editor	Forms Editor	Raw HTML	ТОС	
Data List	Freeform	Registration Block	What's New	
FAQ	Login Block	SearchResults		



3. From the Page Share window, navigate your Navigation Tree until you find your page share content.

Page Share	Cancel Done
Select Page to Share  Comparison Demo Site  Comparison Demo Site	Center V Changed
Side After Main column     Side Before Main Column	

- 4. In the "Page Zone to Share" drop down menu, select the appropriate zone (usually Center).
- 5. Click OK.
- 6. Publish your page.

## **Jump to Source Feature**

- 1. Find a page with a Page Share Block on it.
- 2. Click to Edit the page.
- 3. Click the "Edit Source Page" button on the Page Share block.



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CONTACT US				
<ul> <li>Phone: 414-914-9100</li> <li>Email: support@northwoodsoft.com</li> </ul>				

- 5. Make any necessary changes to this page.
- 6. Publish this page.