

When to Use

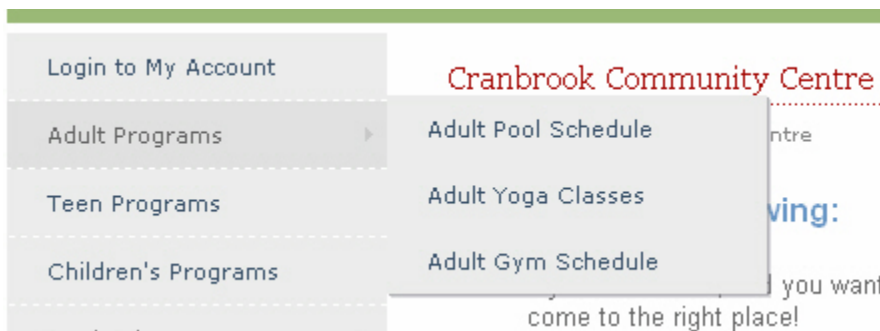
Use Category pages when you need to create sub-sections within your site’s navigation, but do not have any content for the page. Category pages do not have a Content Editor you can not add any content to them; they are strictly used as a navigation aid.

Each Category page you create appears in the navigation and when you mouse over or click on it, a list of pages within that category (sub-section) are listed in the sub-menu. The pages on the sub-menu are child pages of the Category page. This page type adds an additional navigational tool for users of your site.

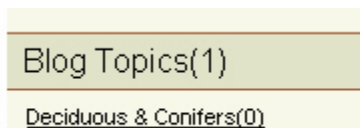
Category pages are also used on the Blog page type to create subject categories for blog entries.

Examples of How to Use

- ▶ Your organization offers programs for Adults, Teens and Children. You want to organize the programs for each of these groups. Create a Category page called Adult Programs (as in the image below). This heading will now appear as part of your site’s menu structure. Then create informational program pages as child pages of the categories.



- ▶ You wish to create categories on a blog page for organizing blog entries by subject matter. The illustration below shows a category page created as a child page of the Blog page type. The category page is titled **Deciduous & Conifers** and serves as a category for related blog entries.



Category Page Sections & Fields

<i>Page Section</i>	<i>Field Name/Item</i>	<i>Description of usage</i>
N/A	There are no fields to complete for Category pages, other than those of the page summary.	

Category Page Tips!

- ▶ Child pages of Category pages will not appear on the menu unless you go to the Site Design manager and set the Category pages to **Include Children in Section Menu**. Your site administrator can do this for you if you do not have access to the Site Design Manager.
- ▶ To edit a Category page you must edit its parent page, and then select the Category page from the Child Pages tab of the parent. This is due to the fact that Category pages have no View Mode.