

# **GCSC** Website

## Website Editing Instructions

## **Snippets**

Snippets are a type of reusable content that insert predefined content into a page while editing. The snippet content is then edited in the WYSIWYG editor without affecting the original snippet file. Snippets are often used for pieces of content with specific formatting, such as tables, buttons, and displaying quotes or images. Using snippets for design elements ensures consistent styling across pages and is specific to your website design. For information about your specific snippets, refer to your developer notes or contact your school's web content administrator.

#### 1 Column Section

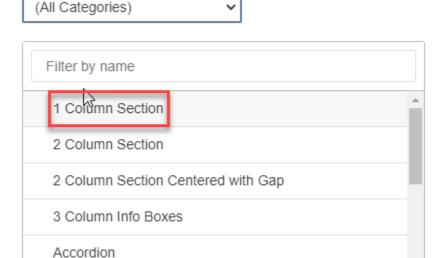
- 1. Login to the page to edit
- 2. Click Edit



3. Click one of the green edit buttons



5. Select 1 Column Section



#### 6. Insert 1 Column Section

1 Column Section

Column 1

Enter content freely using the WYSIWYG toolbar.

# WHERE WILL GCSC TAKE YOU?

Get valuable career training in the field you're passionate about. Learn a new skill to advance in your current job. Earn credits toward higher education at other top colleges in Florida. Whatever your goal, you can reach it at Gulf Coast State College.

- 7. Save 1 Column Section
- 8. Preview 1 Column Section

# WHERE WILL GCSC TAKE YOU?

Get valuable career training in the field you're passionate about. Learn a new skill to advance in your current job. Earn credits toward higher education at other top colleges in Florida. Whatever your goal, you can reach it at Gulf Coast State College.

9. Submit 1 Column Section

### 2 Column Section

- 1. Login to the page to edit
- 2. Click Edit



3. Click one of the green edit buttons



- 5. Select 2 Column Section
  - Filter by name

    1 Column Section

    2 Column Section

    2 Column Section Centered with Gap

    3 Column Info Boxes

    Accordion

    Accordion Landing Page

    Button Grid Container

    Calendar

    Callout Section

#### 6. Insert 2 Column Section

2 Column Section		
Column 1	Column 2	
Enter content freely using the WYSIWYG toolbar.	Enter content freely using the WYSIWYG toolbar.	
Frequently Asked Questions     Instructor Opportuinities     Permission forms for minors	Education Encore     Personal Enrichment     Online Education	

- 7. Save 2 Column Section
- 8. Preview 2 Column Section

# **CONTINUING EDUCATION**

- Frequently Asked Questions
- Instructor Opportuinities
- · Permission forms for minors

- Education Encore
- · Personal Enrichment
- Online Education

9. Submit 2 Column Section

## 2 Column Section Centered with Gap

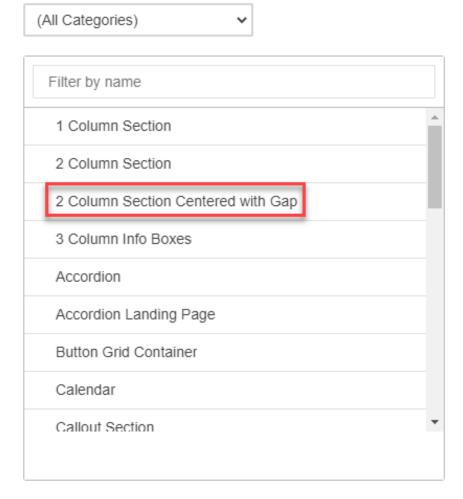
- 1. Login to the page to edit
- 2. Click Edit



3. Click one of the green edit buttons



- 4. Click the **Snippet** icon
- 5. Select 2 Column Section Centered with Gap



6. Insert 2 Column Section Centered with Gap

2 Column Section Centered with Gap		
Section Heading (optional)	Enter text. All styling will be stripped.	
	Courses	
Column 1	Column 2	
Enter content freely using the WYSIWYG toolbar.	Enter content freely using the WYSIWYG toolbar.	
Frequently Asked Questions	Education Encore	
Instructor Opportunities	Personal Enrichment	
Permission forms for minors	Online Education	

- 7. Save 2 Column Section Centered with Gap
- 8. Preview 2 Column Section Centered with Gap

## **COURSES**

Frequently Asked Questions Education Encore

Instructor Opportunities Personal Enrichment

Permission forms for minors Online Education

9. Submit 2 Column Section Centered with Gap

## 3 Column Info Boxes

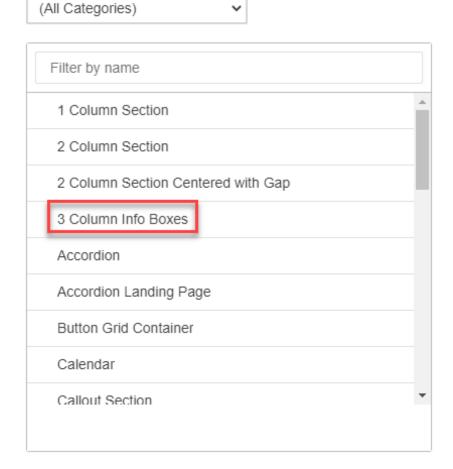
- 1. Login to the page to edit
- 2. Click Edit



3. Click one of the green edit buttons



5. Select 3 Column Info Boxes



#### 6. Insert 3 Column Info Boxes

3 Column Info Boxes			
Section Heading (optional)	Enter text. All styling will be stripped.		
	Courses		
Box 1	Box 2	Box 3	
Enter content freely using the WYSIWYG toolbar.	Enter content freely using the WYSIWYG toolbar.	Enter content freely using the WYSIWYG toolbar.	
Business & Industry Education	Personal Enrichment	Animal Control Officer Training	
CPR	Online Education	Wilderness & Remote Area First Aid	
Education Encore	Public Safety	Civilian Handcun Classes	
Health Education	APSI	Advanced "Personalized" Handgur	

- 7. Save 3 Column Info Boxes
- 8. Preview 3 Column Info Boxes

## **COURSES**

Business & Industry **Animal Control Officer** Personal Enrichment Education Training Online Education Wilderness & Remote Area **CPR** Public Safety First Aid **Education Encore** APSI Civilian Handcun Classes **Health Education** Advanced "Personalized" Handgun

#### 9. Submit 3 Column Info Boxes