Editing content

<table>
<tr><td colspan="1">Overview</td></tr>
</table>

Overview

At any time you can modify an existing Content item.

After you create a Content item, at any time it is possible to change its properties in Edit mode. You can edit content through relevant editing options.

Editing content

To edit a Content item:

1. Go to the Content mode.

2. From the **Content tree**, open a Content item you would like to edit.

3. Click the **Edit** button in the Action bar.

The selected content is ready for editing.

V1.5

If the Content item has one or more open (unpublished) drafts, after clicking **Edit** you will see a window asking which draft you would like to edit. See Editing content versions for more information.

Copying content

To copy a page to a different location:

1. From the **Content tree**, open a content item you would like to copy.

2. Click the **Copy** button in the Action bar.

The Universal Discovery Widget will open.

3. Go to the location you want to copy the page to and click **Confirm Selection**.

A copy of the page will be created in the selected place in the Content tree.

See a video on how to copy a Content item

Moving content

To move a page to a different location:

1. From the **Content tree**, open a content item you would like to move.

2. Click the **Move** button in the Action bar.

The Universal Discovery Widget will open.

3. Go to the location you want to move the page to and click **Confirm Selection**.

The page will be moved to the selected place in the Content tree (and deleted from the original location).

What next?

Learn how you can optimize your content for different display sizes.