

Promote a Page as a Featured Home Page Article

How do I feature one of my web pages on the site's home page?

Your website is configured to allow you to "Promote" most pages to your site's home page as a featured article.

1. **Login**
2. **Navigate to the page you want to promote and click the "Promote" tab**
3. **Click Add to Queue**
4. **Confirm**

1. Login

2. Navigate to the page you want to create and click the "Promote" tab

3. Click Add to Queue

After clicking the promote tab, you will see a table that lists all of the places (i.e. queues) on the website where you are allowed to Promote this page.

Find the place where you want to promote this page and click the "Add to queue" link. In a second or two, this link will change to "Remove from queue" - indicating that you page was successfully promoted to this queue.

4. Confirm

You are done. Go to the place where you promoted this page to confirm it is in the right place.