

How to Import your Left Navigation

1. Create your Home Page with the Left Navigation included.
 - Most pages will not have been created yet so put a # in the box where the link goes. This will save the word on your page so you don't get an Error page if you click on it.
2. Create all of your Left Navigation Pages, **without** putting any left navigation links in them. Just put in your Content into the Body Text section.
3. Go back to your **Home Page**, select Left Navigation and link to the pages you have created:
 - Click on Edit next to each left navigation
 - Browse for the page using the search criteria (by Title, Content Category, Novell ID, Date Created, Date Modified)
 - Click on the page title, it will automatically place the link in the right place
 - Do this for every Left Navigation link
 - Click the OK button when finished
4. Go to each **Left Navigation page** in the CMA and select Left Navigation.
5. Click on **Import**
6. Browse for your Home Page
7. Click on your Home Page
8. This will automatically put the Left Navigation and their links onto your page.
9. Repeat for every other page