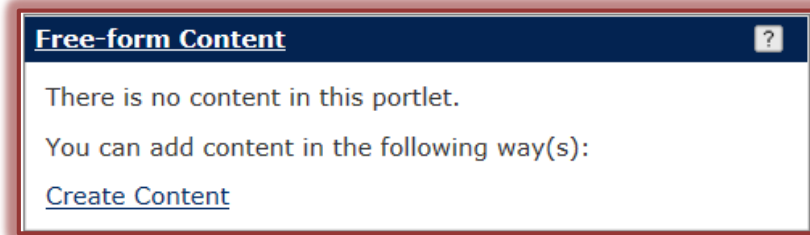


## Free-form Content Feature

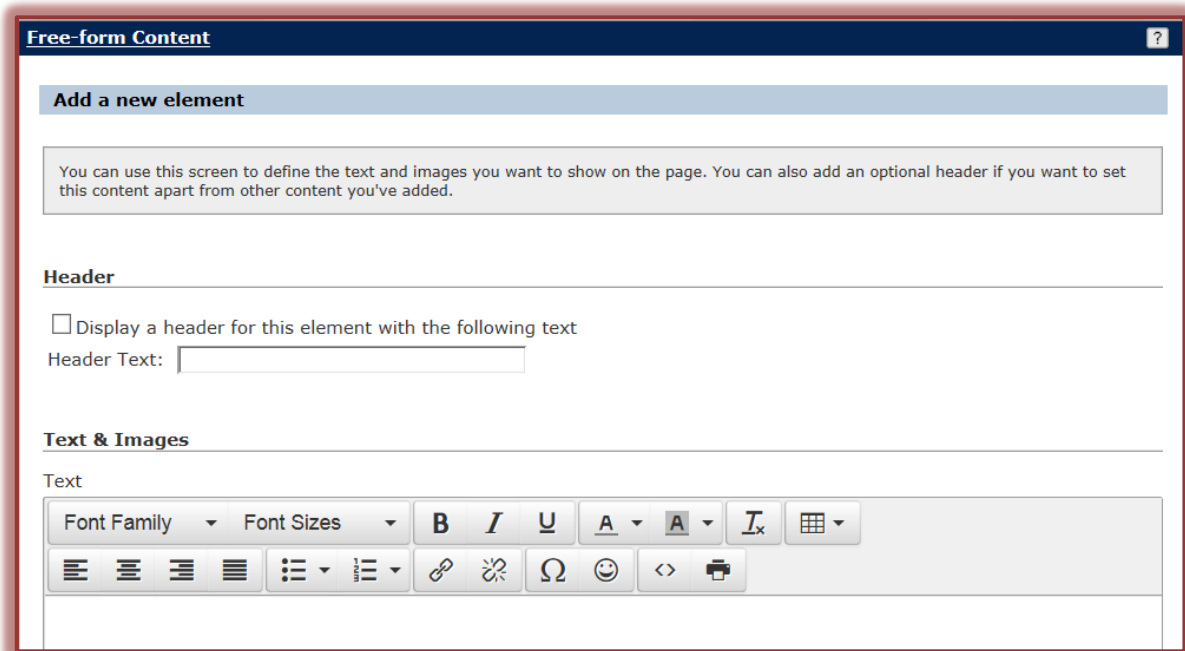
This feature can be used to create custom content for the page. The name of the Custom Content feature can be changed to personalize the page. Once content has been added, the items on the text box ribbon can be used to format text, to add a table, or to add links to Web pages.

### Add Content to Feature

✦ Click the **Create Content** button in the **Free-form Content Feature** (see illustration below).



✦ The **Free-form Content** window will display (see illustration below).

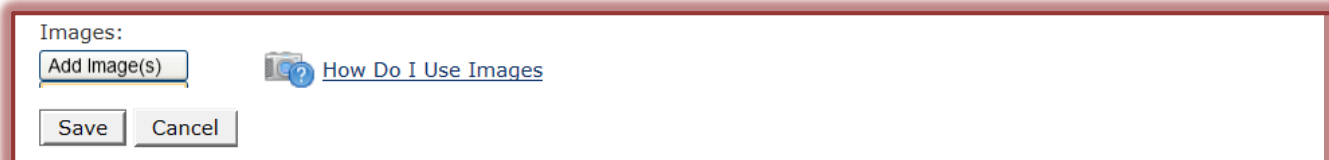


✦ To add a header to the element, click the **Display a header** check box.

✦ Input the text for the header into the **Header Text** box.

✦ Input the text for the **Free-from Content**.

✦ Click the **Add image(s)** button to add an image to the element.



✦ The **Select Files to Upload** window will appear.

✦ Search for the image that is to be uploaded.

✦ Click on the image and then click **Open**.

- ✦ The image will appear below the **Add image(s)** link (see illustration at right).
- ✦ Click the **How Do I Use Images** link for information on displaying the images in the **Free-form Content**.
- ✦ Click the **Save** button to exit the window and save the changes.
  - ✦ Once the page has been saved, the **Create Content** link will no longer appear in the feature.
  - ✦ To add additional content to a **Free-from Feature**, click the **Edit Content** link (see illustration below).

