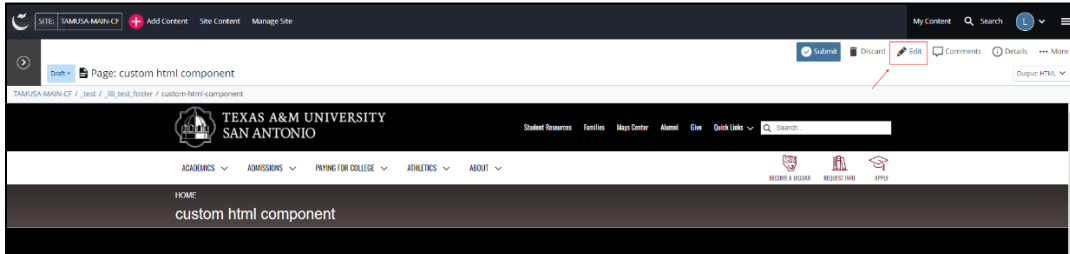


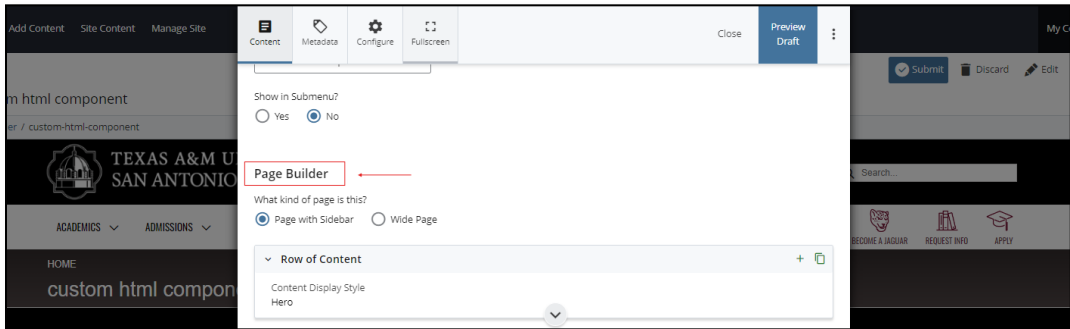
Custom HTML Component

This document will explain how to use the “Custom HTML Component”:

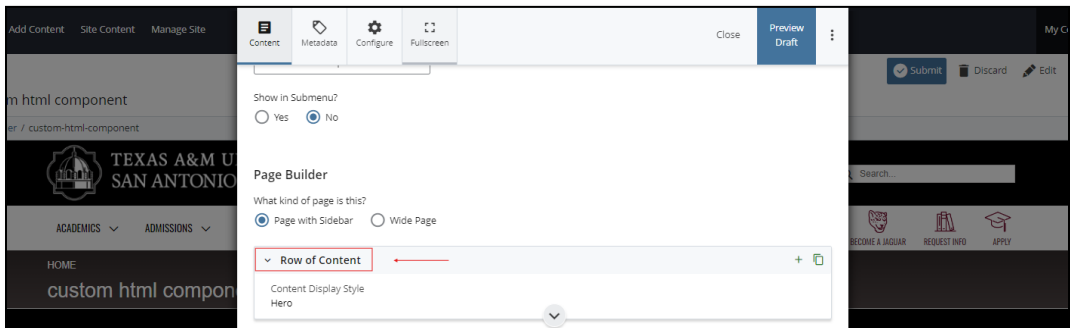
1. Click the ‘**Edit**’ button, top right of the screen.



2. Navigate to “**Page Builder**” section, near the middle of the screen.

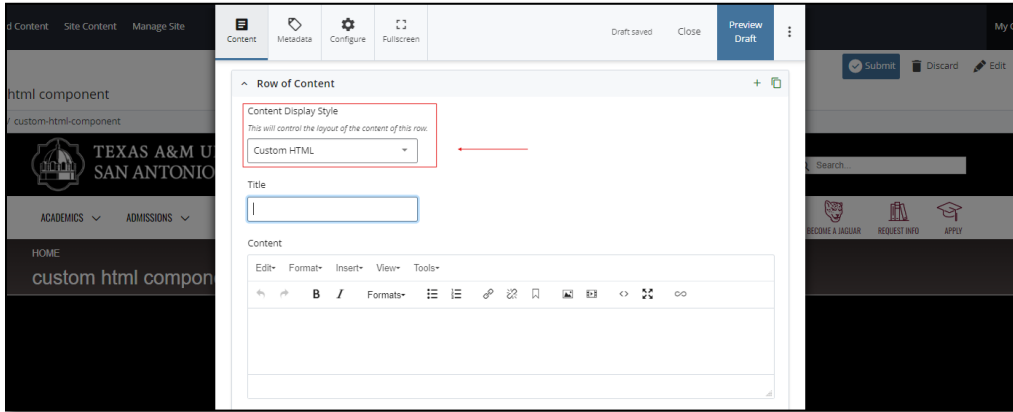


3. Open the **Row of Content** pane by clicking the carrot to the left of the **Row of Content** title.

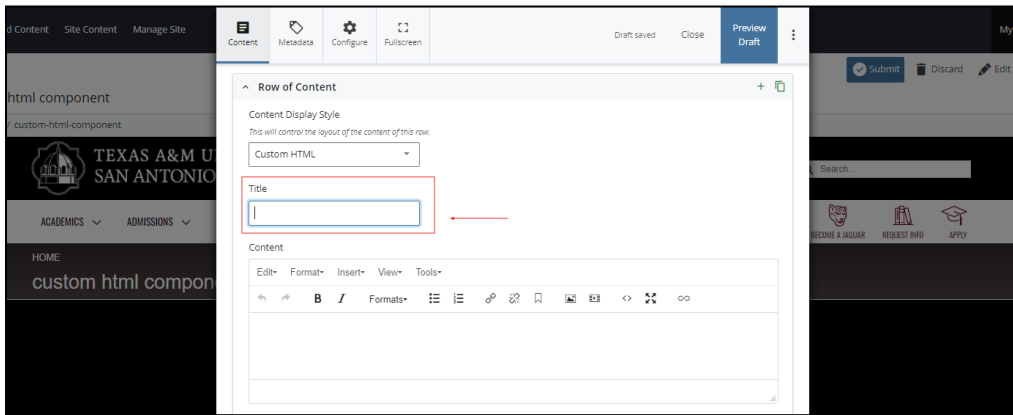


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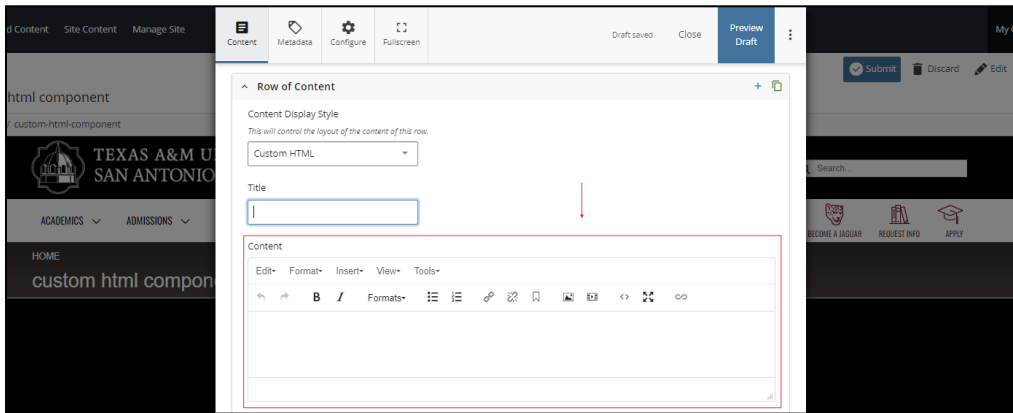
4. Open the **Content Display Style** dropdown and select the **Custom HTML** option.



5. Fill out the **Title** block.

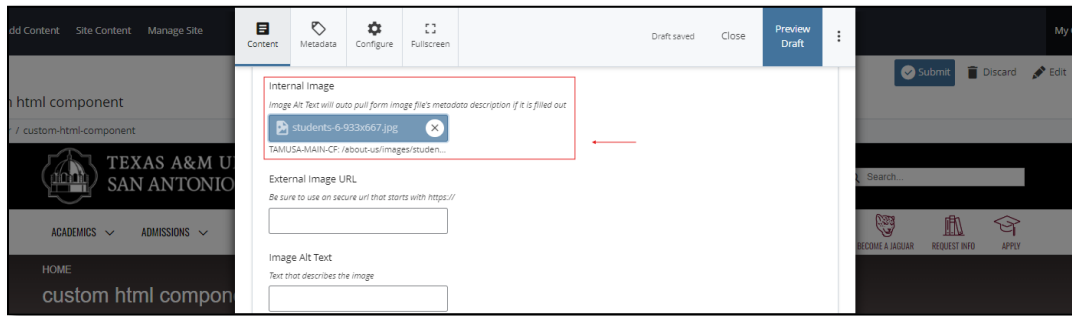


6. Complete the **Content** block.



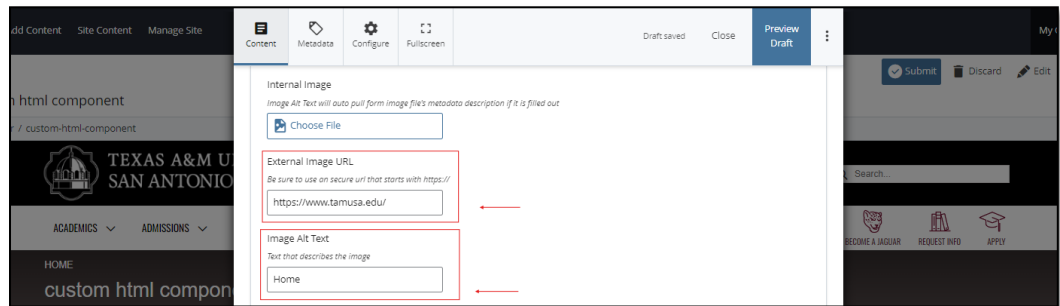
- a. This block has a WYSIWYG to format and edit the content in the content block. WYSIWYGs will be explained in another video.

7. Adding an **Internal** is optional.



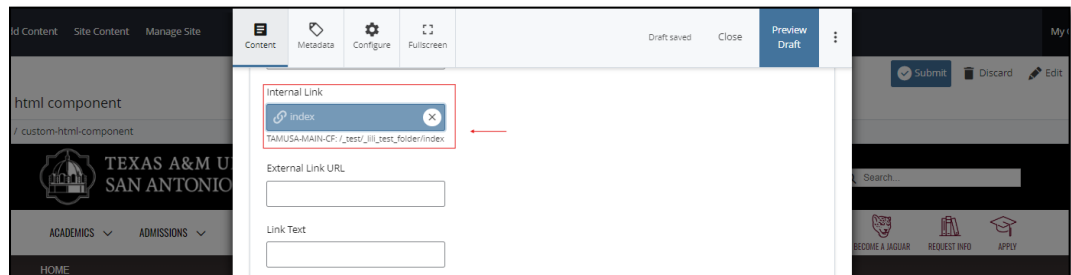
8. Adding an **External Image URL** is optional.

- a. If an image is added, the **“Alt Text”** text box needs to be completed.

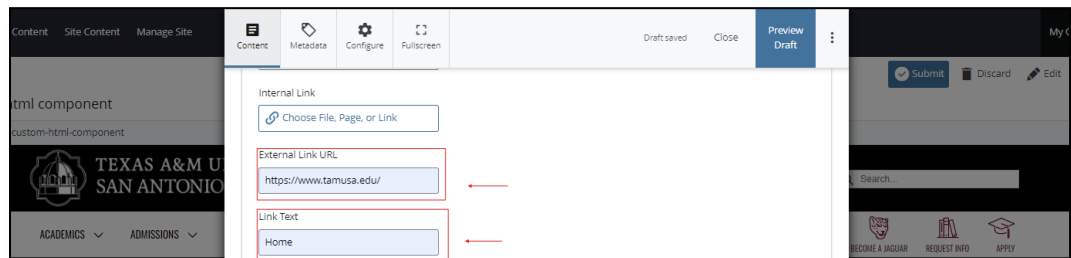


9. Adding an internal or external **“Link”** or **“Links”** is optional.

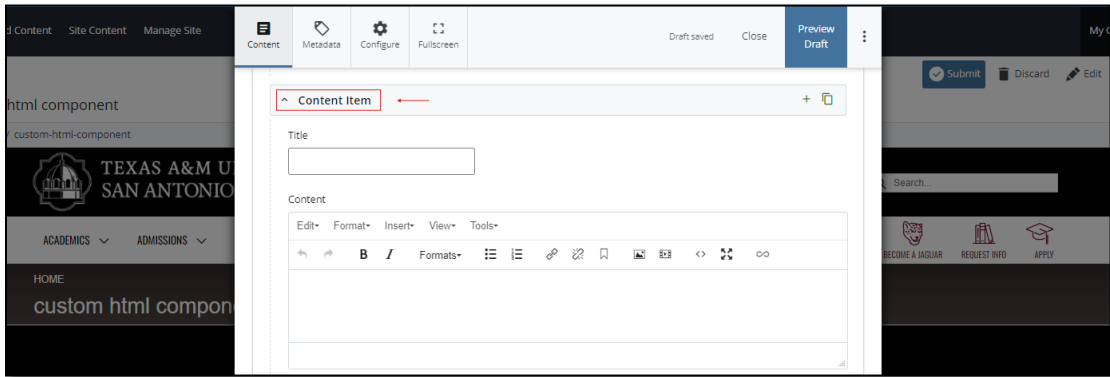
- a. If you chose the **“Internal Link”** option, you would need to select the internal link from the available options.



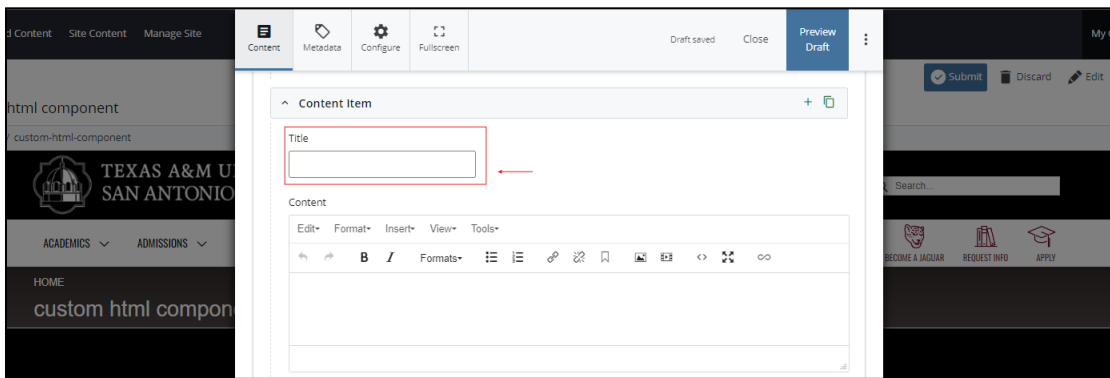
- b. If you chose an **“External Link”** option, then you will need to supply the URL as well as the **“Link Text”**.



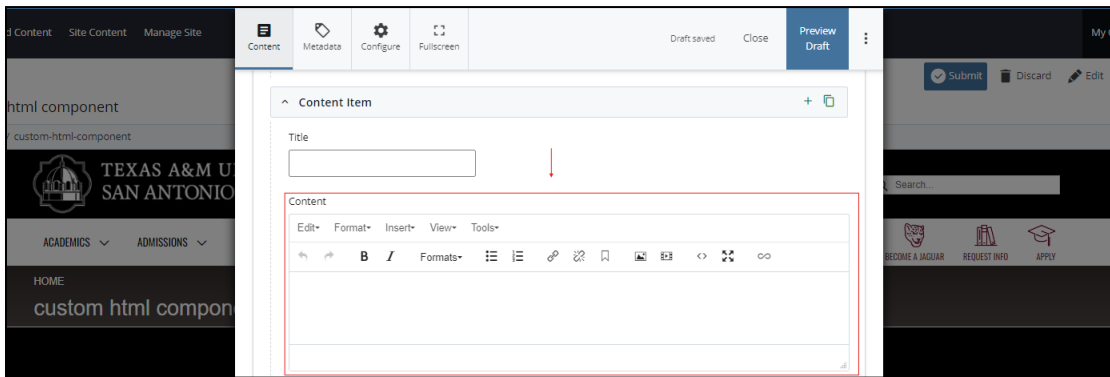
10. Open the “Content Item” section pane by clicking the carrot to the left of the Content Item.



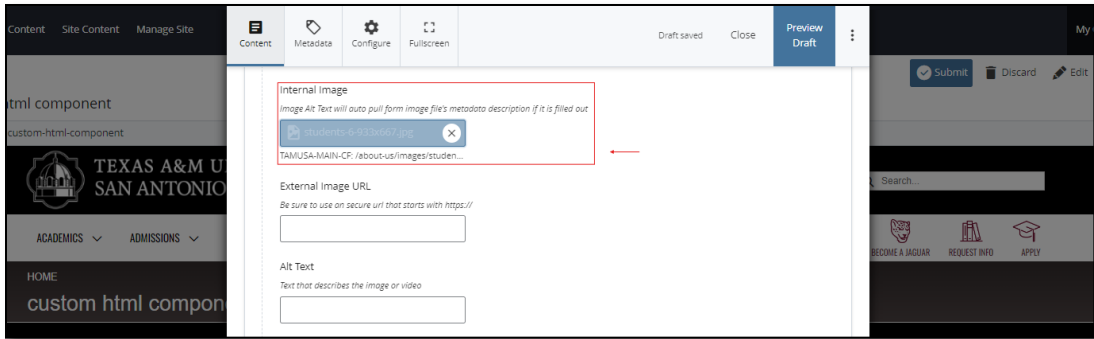
11. Fill out the Title block.



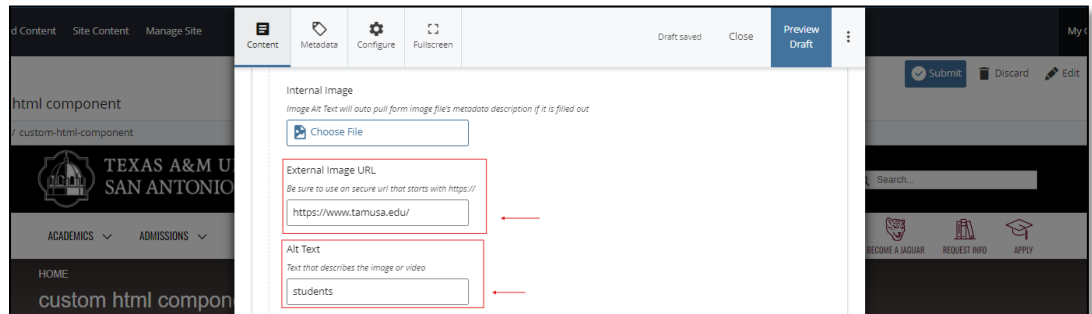
12. Complete the Content block.



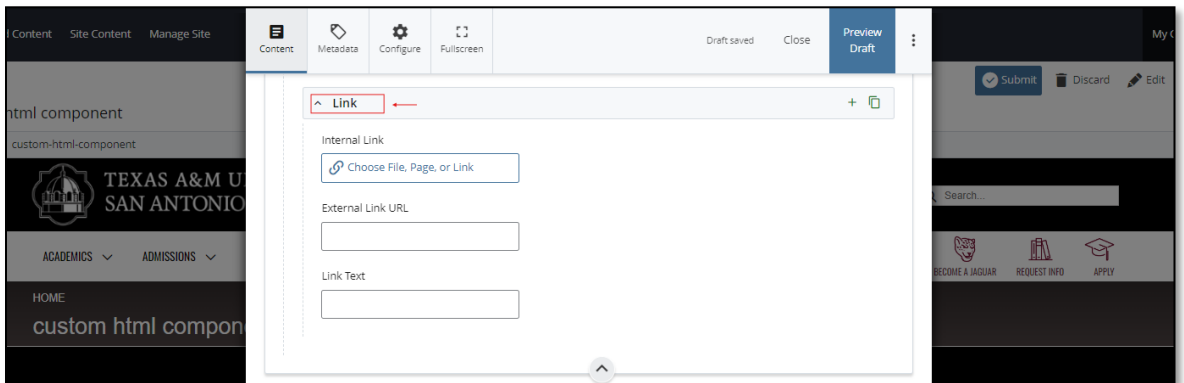
- a. *This block has a WYSIWYG to format and edit the content in the content block. WYSIWYGs will be explained in another video.*
13. Adding an **Internal** is optional.



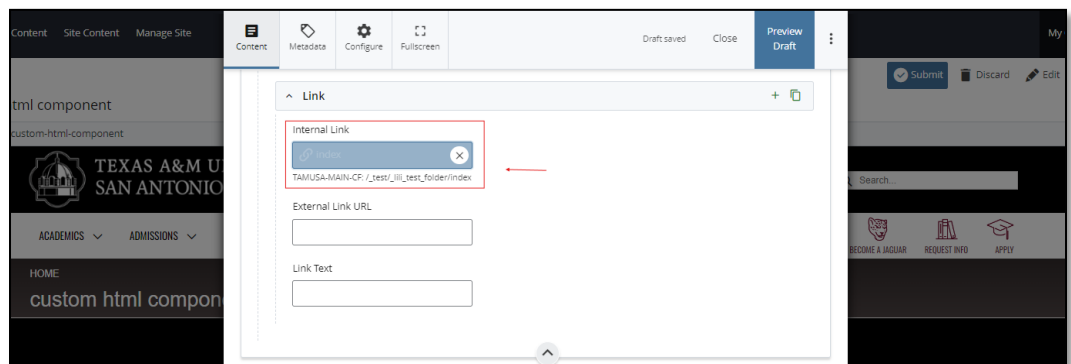
14. Adding an **External Image URL** is optional.
- a. If an image is added, the **“Alt Text”** text box needs to be completed.



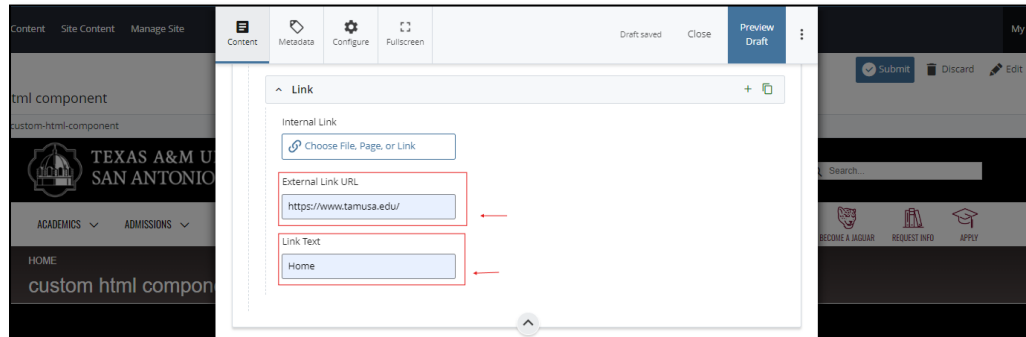
15. Adding an internal or external **“Link”** or **“Links”** is optional.



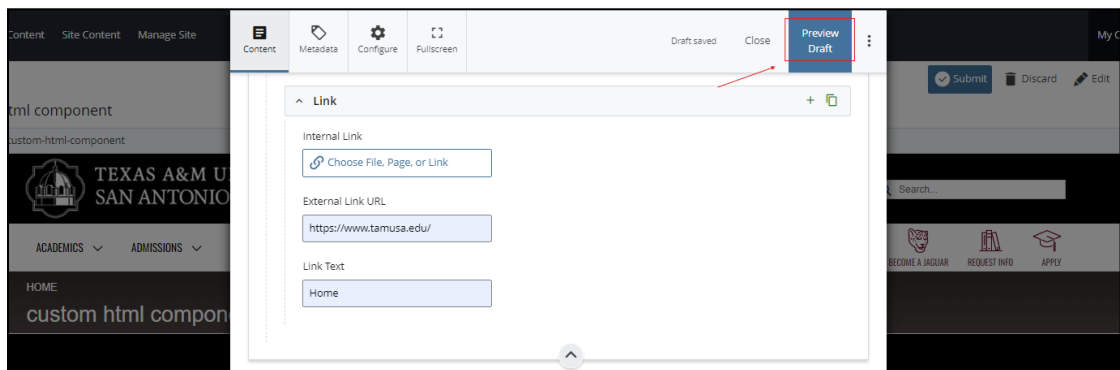
- a. If you chose the **“Internal Link”** option, you would need to select the internal link from the available options.



- b. If you chose an “**External Link**” option, then you will need to supply the URL as well as the “**Link Text**”.



16. After making edits, click on the **Preview Draft** button.



17. If you like what you’ve created click on the **Submit** button otherwise click on the **Edit** button if you’d like to continue to make changes.

