Add a Bucket

Buckets allow you to add a heading and an image that will link to another page.

1. Open the page you would like to add a bucket to, and select the Edit tab.
2. Scroll down and select Supplemental Content, then Buckets.

3. You must indicate if you would like your bucket to be displayed on the page by checking Yes or No.

Note: This option is useful if you need to come back to edit your buckets and do not want them to be displayed right away. You may change this option at any time.
4. Add a Title, Image and a Link (please see our other tutorials if you are unsure how to insert photos or link to another page). This link may go to either an internal link on the website, or an external link that is outside of your website. You may also add text that will display under the image.

**Note**: It is strongly suggested that your bucket images are the same size if you are adding more than one bucket.

5. You may add more than one bucket. Simply select the green plus sign.

6. The display will show you how many buckets you have on your page. To delete a bucket select the red minus sign. You may also change the order in which your buckets will be displayed by selecting the up/down blue arrow.

7. Once you have completed adding content to your bucket submit your page.

8. Once you have completed editing your page don’t forget to publish it. Select the Publish tab and click Submit.