Add an Accordion

Accordions allow you to add a heading that will drop down when clicked and display additional information.

1. Open the page you would like to add an accordion to, and select the *Edit* tab.
2. Scroll down and select *Supplemental Content* and then Accordion.

3. You must indicate if you would like your accordion 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 accordions and do not want them to be displayed right away. You may change this option at any time.
4. Adding content to an accordion is similar to adding content to the main section of your page. You can add text, images, links etc.

5. You may add more than one accordion to your page. Simply select the green plus sign.

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

7. Once you have completed adding content to your accordion submit your page.
8. The content will appear below the heading once selected.

This content will appear under the heading Test Accordion

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