



Pages: Front-end overview

The article will provide a front-end overview of the Pages application.

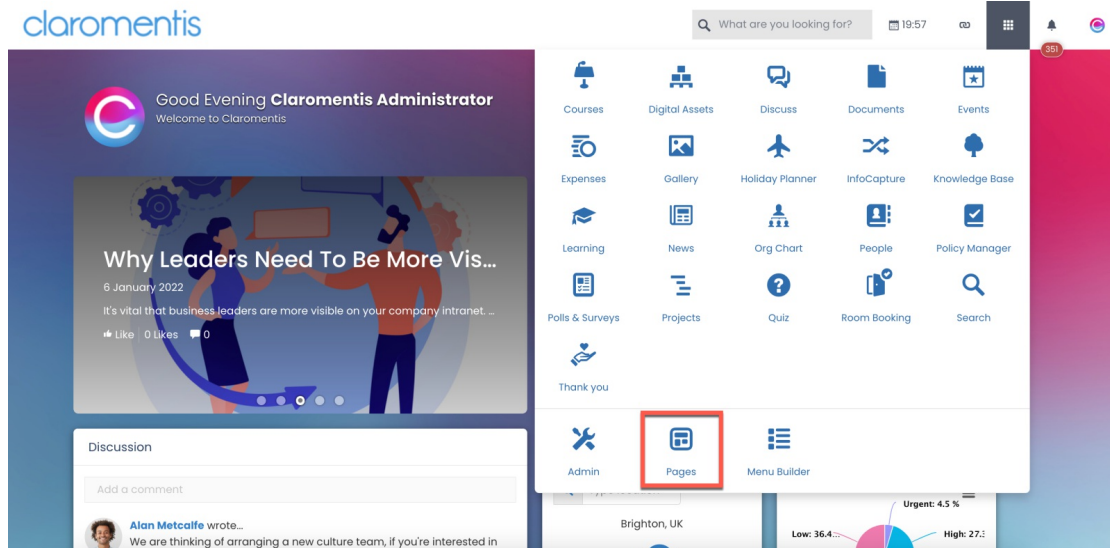
We will cover the following areas:

- Overview of Pages application
- How to create a new Site & Page
- Page components

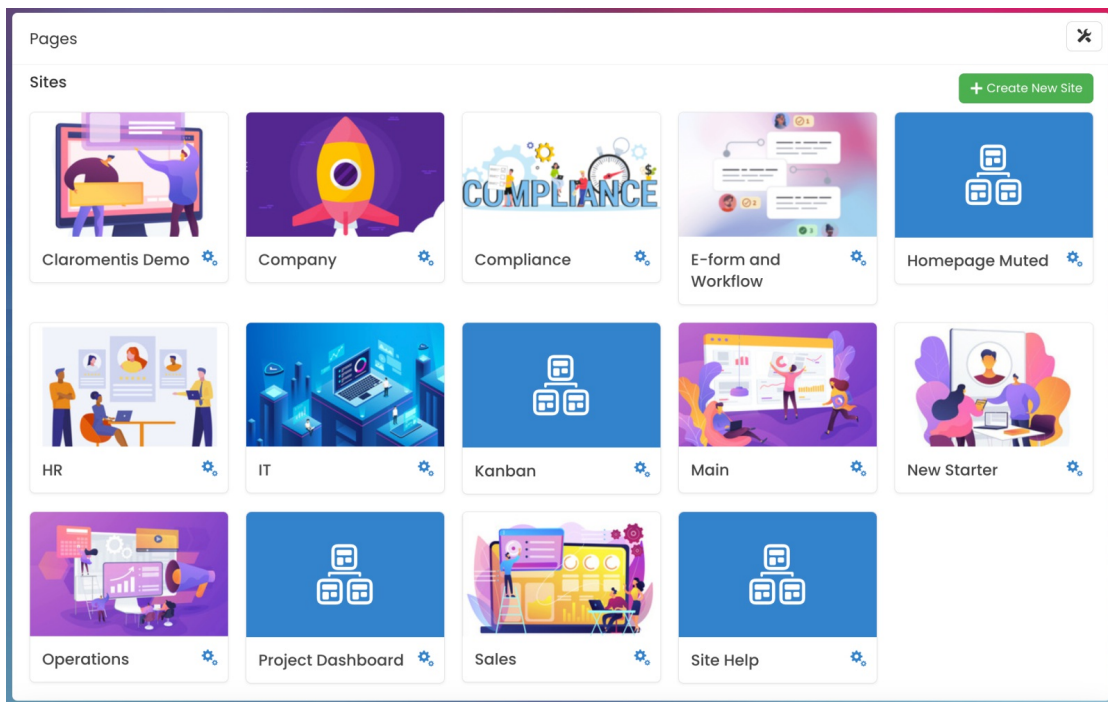
For all available permissions & configuration options, make sure to read our Pages: Admin Overview.

Front-end of pages

Head to **Application > Pages**.

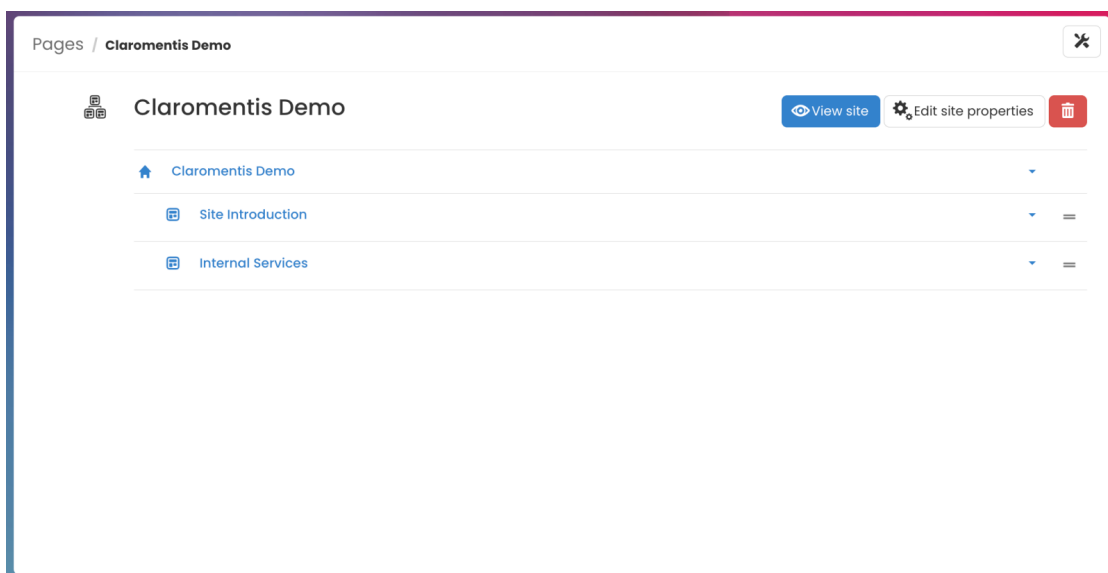


From the landing page, you will be able to view all existing Sites that you have permission to.



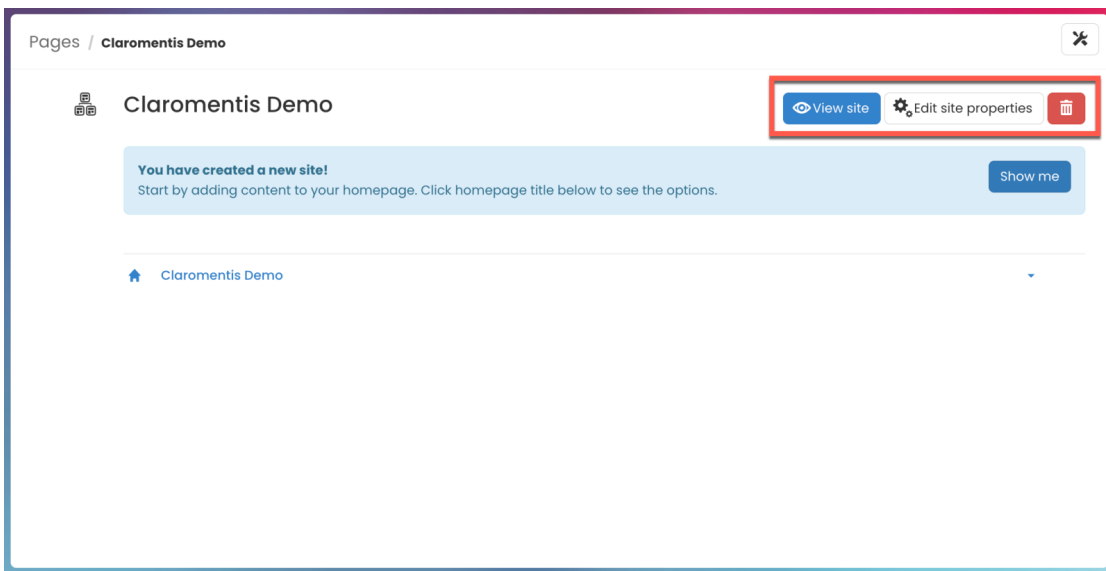
- **Site:** Sites host intranet pages. They can be used to categorise pages by department, theme etc.

When visiting a Site, you will be presented with all Pages that are nested within.



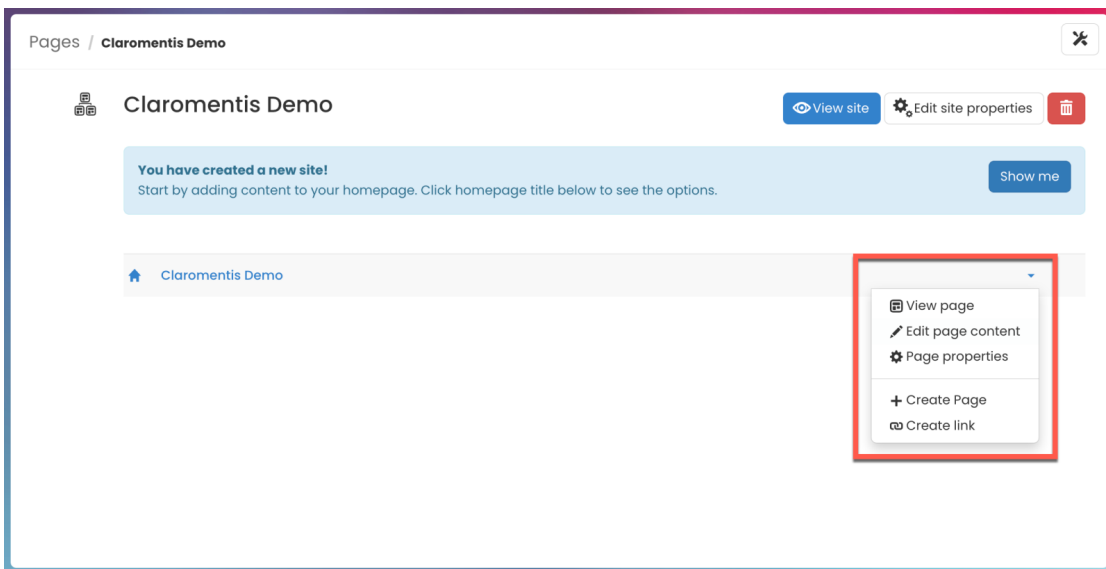
- **Pages:** Pages are customisable landing areas in the intranet. Each page is nested within a Site.

Site properties



- **View site:** User(s) can view the homepage of the site
- **Edit site properties:** User(s) can view & edit the site properties, including site title & permissions
- **Trashcan (Delete):** User(s) can delete the Site (including all pages within).

Please note: Site deletion will also delete all pages nested within the site. Site & page deletions are not recoverable.



- **View page:** User(s) can view the corresponding page nested within the Site
- **Edit page content:** User(s) can be taken directly to page 'edit mode' to edit the page
- **Page properties:** User(s) can view & edit the page properties, including page title & permissions
- **Create Page:** User(s) can create a new page within the site
- **Create link:** User(s) can create a new link within the site

Page properties

Pages / Claromentis Demo / **Edit page properties**

Page title

Address
 [change](#)

☒ Show title
☒ Show site navigation

Permissions
 [Browse](#) [Remove](#)

All registered
Role: Administrators

☒ View page
☐ Add/Edit Page
[View effective permissions...](#)

[Save](#) [Cancel](#)

Created 08-08-2023 20:44 by [Claromentis Administrator](#)
 Last edited 14-08-2023 20:09 by [Claromentis Administrator](#)

[View list of Pages from this Site](#)

- **Page title:** Name of the Page that will appear in the Pages application
- **Address:** URL of the Page (this will automatically populate when the page title is provided)
- **Show Title:** Page title will be visible when viewing the corresponding Page
- **Show Navigation:** Navigation bar of lower-level pages will be visible when viewing the corresponding Page

Claromentis Demo [Site Introduction](#) [Internal Services](#)

Pages / Claromentis Demo / **Edit page properties**

Page title

Address
 [change](#)

☒ Show title
☒ Show site navigation

Permissions
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All registered
Role: Administrators

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[Save](#) [Cancel](#)

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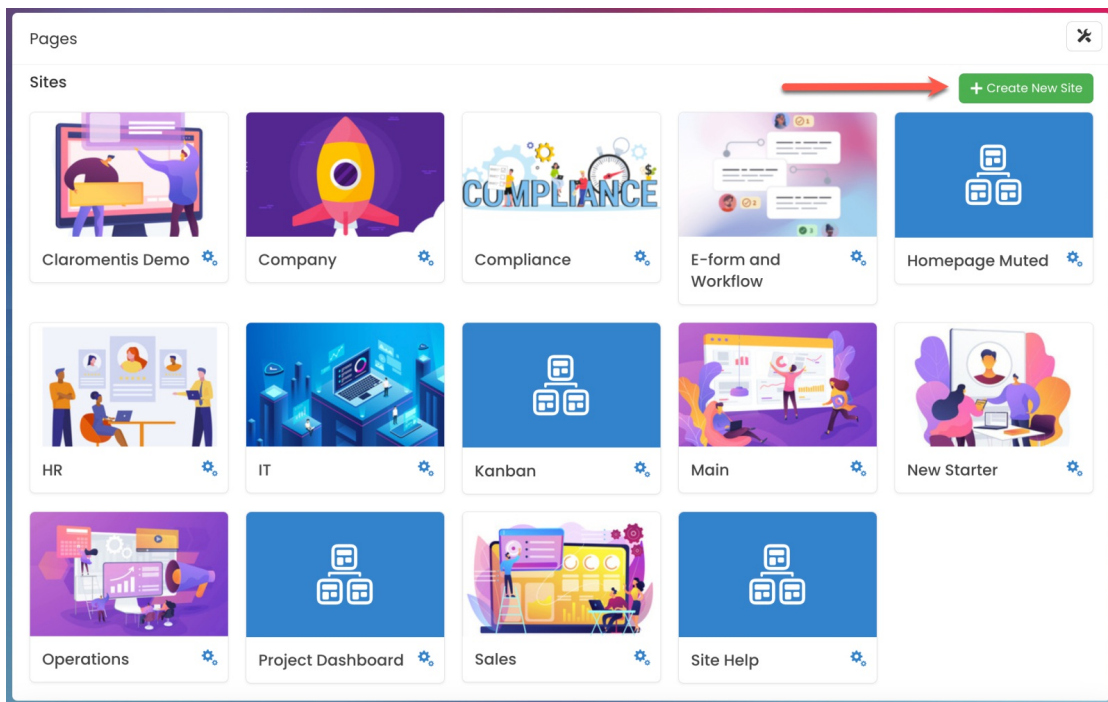
[View list of Pages from this Site](#)

- **View Page:** User(s) can view the page
- **Add/Edit Page:** User(s) can add pages to the Site and edit the page when visiting the corresponding Page
- **View effective permissions:** User(s) can view a list of permissions options users have in a single list
- **View list of Pages from this Site:** User(s) can view the list of all existing Pages nested within the Site

Reminder: Please ensure only appropriate users have permission to Add/Edit Page. Users with this permission option will be able to use the pencil (Edit) icon when visiting the Page.

Creating a site & pages

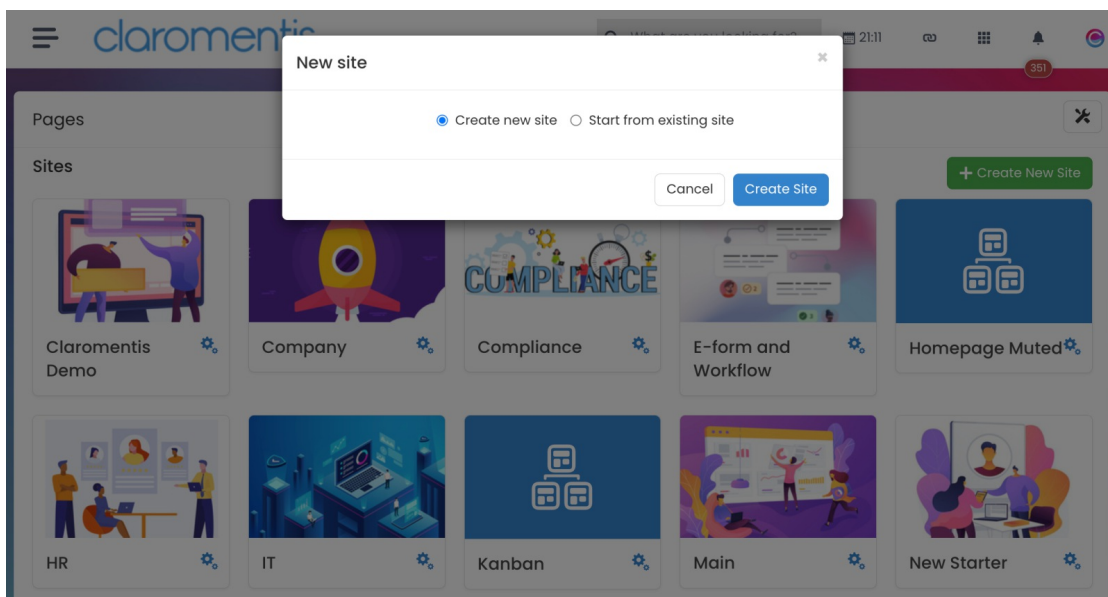
With the correct permissions, you will see the option to create a Site.



Reminder: If you do not see the options, please check with your administrator that you have the permission needed to do so.

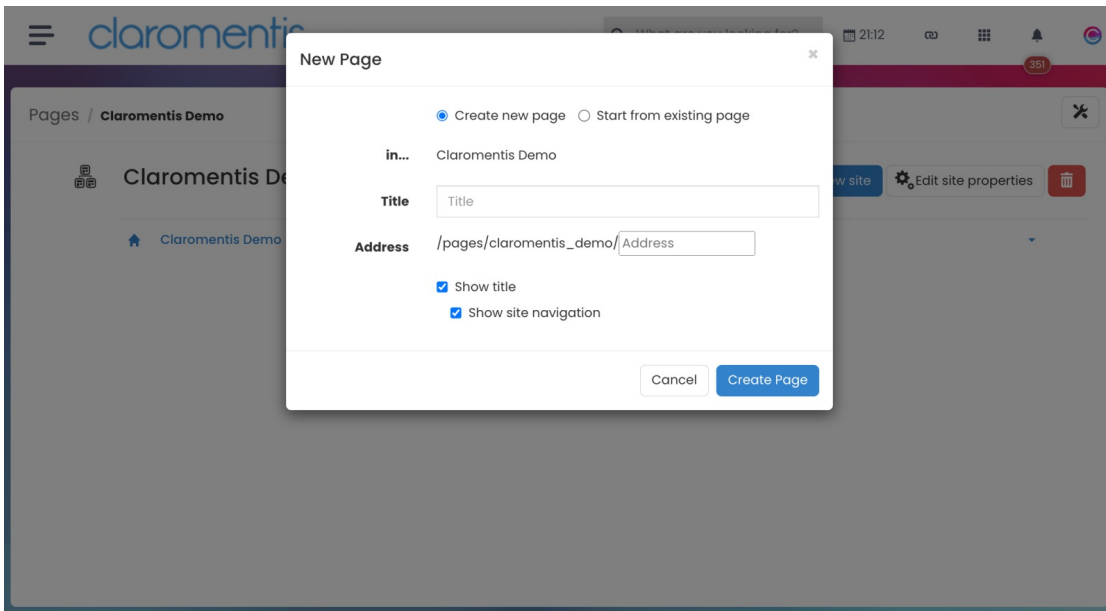
Adding a Site

You can create a new Site by copying an existing one OR build one from scratch.



Adding a Page

Similar to a Site, you can create a page from an existing page OR build one from scratch.




For more information, please refer to our guide on [Creating Pages](#).

Page components

Components refer to application widgets that can be added to your pages.

There are a variety of components to choose from. Each block represents a component that has been added to a Page.



Good Evening **Claromentis Administrator**

Welcome to Claromentis

Book a demo

Pricing

New Hire Hub

Badges

Compliance

E-Learning

Polls & Surveys

Thank You

August 2023

M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Current Weather

Type location

Brighton, UK

Overcast clouds

18°C

Powered by OpenWeather

Dashboard

Urgent: 4.5 %

High: 27.2 %

Normal: 31.8 %

Low: 36.4 %

Highcharts.com

Discussion

Add a comment

Alan Metcalfe wrote...

We are thinking of arranging a new culture team, if you're interested in joining please send me a direct message and I'll provide more info!

Reply · Like · Edit · Delete · 28-04-2021 09:39

Connor Chapman wrote...

Happy new year everyone! Who has any inspiring tips or resolutions they'd like to share?

Reply · Like · Edit · 06-01-2021 09:35

Joanne Thomson wrote...

View Discussion

Thank you

Say thank you

Thank you Paul Duncan , Alison Kelly

Creativity Collaboration

Just wanted to say thanks for your help with the last few projects, it's been great collaborating with you both

Like 0 Likes 0

Thank you Piers Ross , Stephanie Hunter

Culture

Thank you for organising the remote festive celebrations, it took a lot of work and the team truly appreciate it!

Unlike 1 Like 0

Intranet Advice

How to use Discuss to boost collaboration in your teams

Intranet Advice

How to do remote performance reviews using your intranet

Intranet Advice

3 ways to use your intranet as a remote onboarding tool

Intranet Advice

Content Management Guidelines

Intranet Advice

Aligning your External and Internal Communications

Intranet Advice

Incremental Intranet Improvements VS The Big

Anniversaries

Claire Bond

27 days 10 years

Sonia Hodges

27 days 10 years

Barclay Martin

27 days 10 years

Olivia Stewart

27 days 10 years

Julia Greene

27 days 10 years

Birthdays

Steven Springer

17 days

Dan Butler

27 days

Victor McLean

60 days

Irene Gray

65 days

Nigel Davies

65 days

Intro to Claromentis

02:41

For information on how to add Page components, check out our guide on [Editing the Homepage](#).

For information on available components, check out our guide on [Pages Component](#).

For more information on the Pages application, check out our webinar on [Pages Q&A](#).

Created on 10 August 2023 by Veronica Kim. Last modified on 22 August 2023

Tags: intranet, pages, site, user guide