

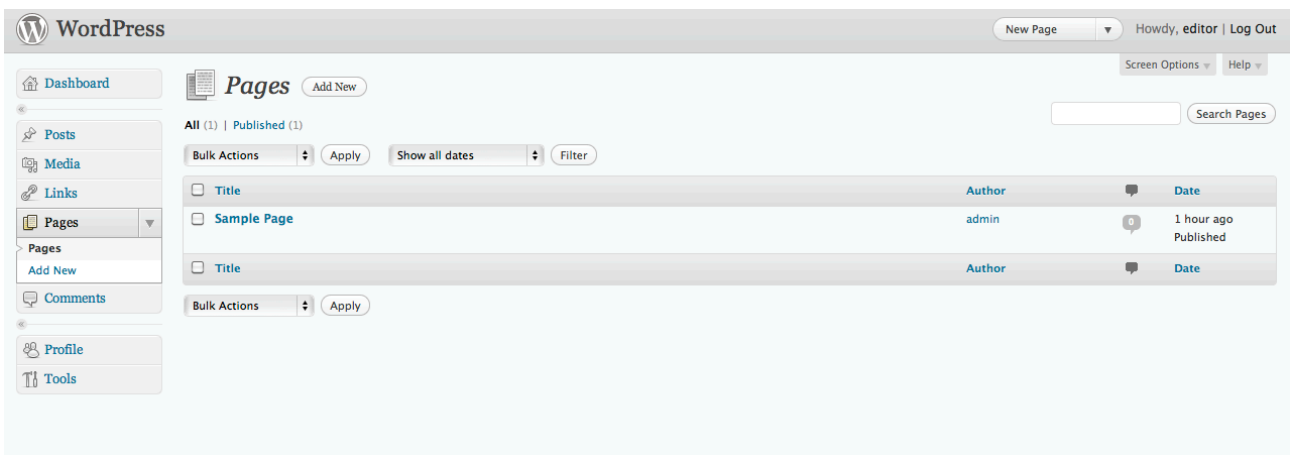
Pages

Pages

You can access the **Pages** screen by choosing **Edit** from the **Pages** widget in the sidebar



The **Pages** screen looks like this:



At the top of the Pages screen, you will find two sub-headings directly underneath the page title:

- **All** (total number of pages) and
- **Published** (number of pages actually published on the website)

Depending on the content already in your system there may be more sub-headings including:

- **Pending Review** (number of pages pending review)
- **Draft** (number of draft pages waiting to be published) and
- **Private** (number of pages published but not visible to the public)

These sub-headings give you a snapshot of the status of the pages in your system and will make more sense as you move through this section.

To the right of these sub-headings and underneath the **screen options** and **help** buttons you will find a **search** tool. This is useful for searching through all of your pages for a specific word or phrase if you have forgotten where it is.

Directly beneath the sub-headings you will find a **Bulk Actions** drop down menu. This menu allows you to **edit** or **move to trash** multiple pages at once. The edit function allows