

How to add items to the DNN News.
While in edit mode.
Click News page

Open or click new article.

Ok find an article you would like to put in the news.

<http://www.narrominenewsonline.com.au/story/3504178/future-of-regions-local-news-takes-shape/?cs=1490>

Lets say the above. Go to the page take a image of the picture as a lot of the news places don't give you the right click save as. I use the snipping tool on your computer. Save it to a file I save them all in a folder caller news.

Copy the heading to the title Future of region's local news takes shape

Subtitle Nov. 19, 2015, 3 p.m. Narromine News

Tick local

Summary Box ad a paragraph or two

Fairfax Media's restructure plan for its publishing operations in western NSW has been modified after consultation with employees and feedback from local communities. It will now result in fewer job losses than originally proposed, the company has told staff.

Article detail type click Link

Wait for it to change take out the http://

Copy and paste the url of the article

<http://www.narrominenewsonline.com.au/story/3504178/future-of-regions-local-news-takes-shape/?cs=1490>

To the location

Click the arrow beside self and change it to blank.

Scroll down and click add Gallery

Select the image you saved for the article

Start upload

Then scroll down and click save and close.

For Events to appear in the Calendar.

If it is an event you tick the event category

And at the bottom you click Add as event and put in the date and tick all day event and untick show end date. Then save.

This makes it appear in the calendar.