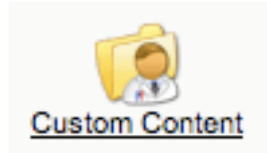
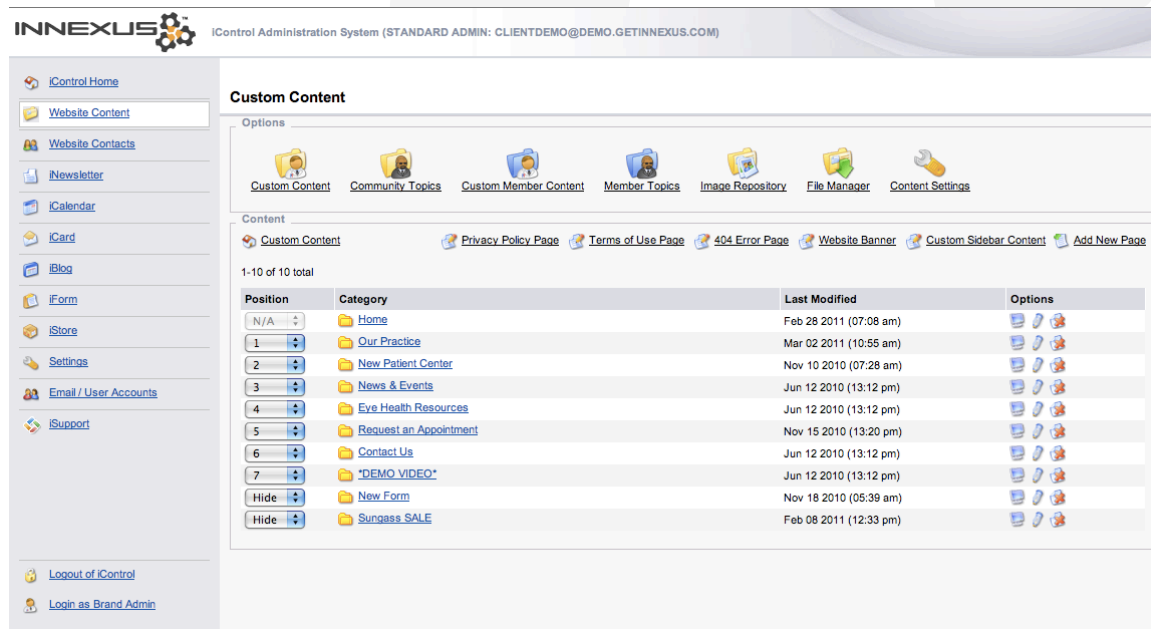


ADDING/EDITING PAGES – CUSTOM CONTENT

The custom content is where you will be able to customize content to your practice. You will notice Innexus has provided default content on each page for you. We encourage you to personalize the site and make it your own.



Start by clicking on the **Custom Content** Icon



The screenshot shows the 'Custom Content' management interface. It includes a sidebar with navigation options like 'Website Content', 'Website Contacts', 'Newsletter', 'Calendar', 'iCard', 'Blog', 'Form', 'iStore', 'Settings', 'Email / User Accounts', and 'Support'. The main area displays a list of content items with columns for Position, Category, Last Modified, and Options. The 'Options' column contains icons for editing, deleting, and adding new pages.

Position	Category	Last Modified	Options
N/A	Home	Feb 28 2011 (07:08 am)	[Icons]
1	Our Practice	Mar 02 2011 (10:55 am)	[Icons]
2	New Patient Center	Nov 10 2010 (07:28 am)	[Icons]
3	News & Events	Jun 12 2010 (13:12 pm)	[Icons]
4	Eye Health Resources	Jun 12 2010 (13:12 pm)	[Icons]
5	Request an Appointment	Nov 15 2010 (13:20 pm)	[Icons]
6	Contact Us	Jun 12 2010 (13:12 pm)	[Icons]
7	*DEMO VIDEO*	Jun 12 2010 (13:12 pm)	[Icons]
Hide	New Form	Nov 18 2010 (05:39 am)	[Icons]
Hide	Sungass SALE	Feb 08 2011 (12:33 pm)	[Icons]

From the main page (shown above) you can:

1. [Rearrange pages](#)
2. [Navigate through pages](#)
3. [Add new pages](#)
4. [Preview Pages](#)
5. [Edit Pages](#)
6. [Delete Pages](#)

To Rearrange Pages

1. Select order number you want to place the page inform the drop down menu under **POSITIONS**.

INNEXUS iControl Administration System (STANDARD ADMIN: CLIENTDEMO@DEMO.GETINNEXUS.COM)

Custom Content

Options: Custom Content, Community Topics, Custom Member Content, Member Topics, Image Repository, File Manager, Content Settings

Content: Custom Content, Privacy Policy Page, Terms of Use Page, 404 Error Page, Website Banner, Custom Sidebar Content, Add New Page

1-10 of 10 total

Position	Category	Last Modified	Options
Hide	Home	Feb 28 2011 (07:08 am)	[Icons]
1	Our Practice	Mar 02 2011 (10:55 am)	[Icons]
2	New Patient Center	Nov 10 2010 (07:28 am)	[Icons]
3	News & Events	Jun 12 2010 (13:12 pm)	[Icons]
4	Eye Health Resources	Jun 12 2010 (13:12 pm)	[Icons]
5	Request an Appointment	Nov 15 2010 (13:20 pm)	[Icons]
6	Contact Us	Jun 12 2010 (13:12 pm)	[Icons]
7	*DEMO VIDEO*	Jun 12 2010 (13:12 pm)	[Icons]
Hide	New Form	Nov 18 2010 (05:39 am)	[Icons]
Hide	Sungass SALE	Feb 08 2011 (12:33 pm)	[Icons]

To Navigate Through Pages

1. Click on the Category Name, under **CATEGORY**, to see a list of sub-categories.

INNEXUS iControl Administration System (STANDARD ADMIN: CLIENTDEMO@DEMO.GETINNEXUS.COM)

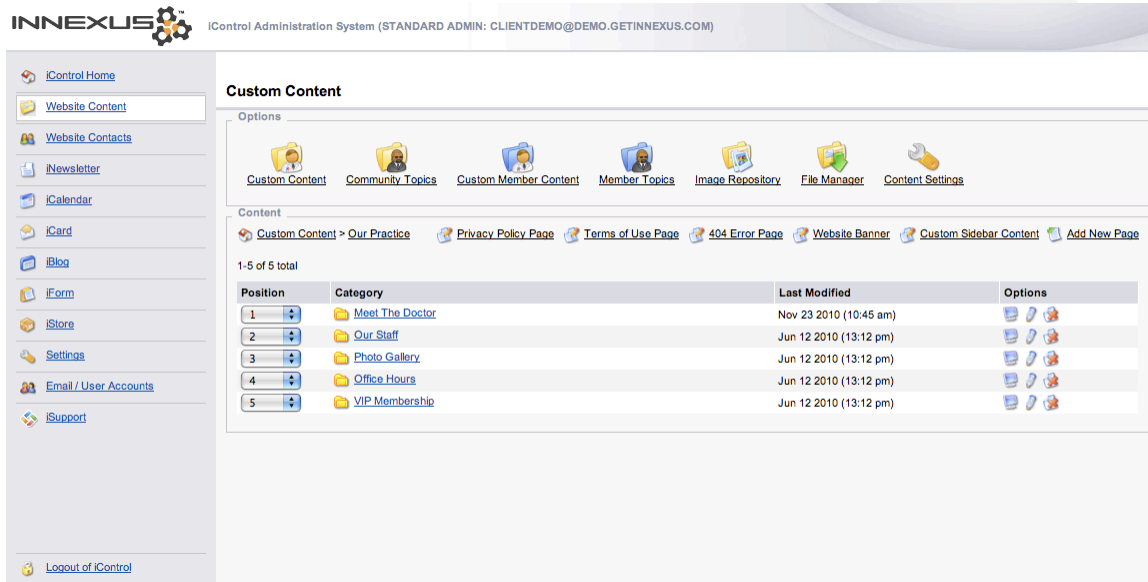
Custom Content

Options: Custom Content, Community Topics, Custom Member Content, Member Topics, Image Repository, File Manager, Content Settings

Content: Custom Content, Privacy Policy Page, Terms of Use Page, 404 Error Page, Website Banner, Custom Sidebar Content, Add New Page

1-10 of 10 total

Position	Category	Last Modified	Options
N/A	Home	Feb 28 2011 (07:08 am)	[Icons]
1	Our Practice	Mar 02 2011 (10:55 am)	[Icons]
2	New Pat Open Folder	Nov 10 2010 (07:28 am)	[Icons]
3	News & Events	Jun 12 2010 (13:12 pm)	[Icons]
4	Eye Health Resources	Jun 12 2010 (13:12 pm)	[Icons]
5	Request an Appointment	Nov 15 2010 (13:20 pm)	[Icons]
6	Contact Us	Jun 12 2010 (13:12 pm)	[Icons]
7	*DEMO VIDEO*	Jun 12 2010 (13:12 pm)	[Icons]
Hide	New Form	Nov 18 2010 (05:39 am)	[Icons]
Hide	Sungass SALE	Feb 08 2011 (12:33 pm)	[Icons]



INNEXUS iControl Administration System (STANDARD ADMIN: CLIENTDEMO@DEMO.GETINNEXUS.COM)

Custom Content

Options

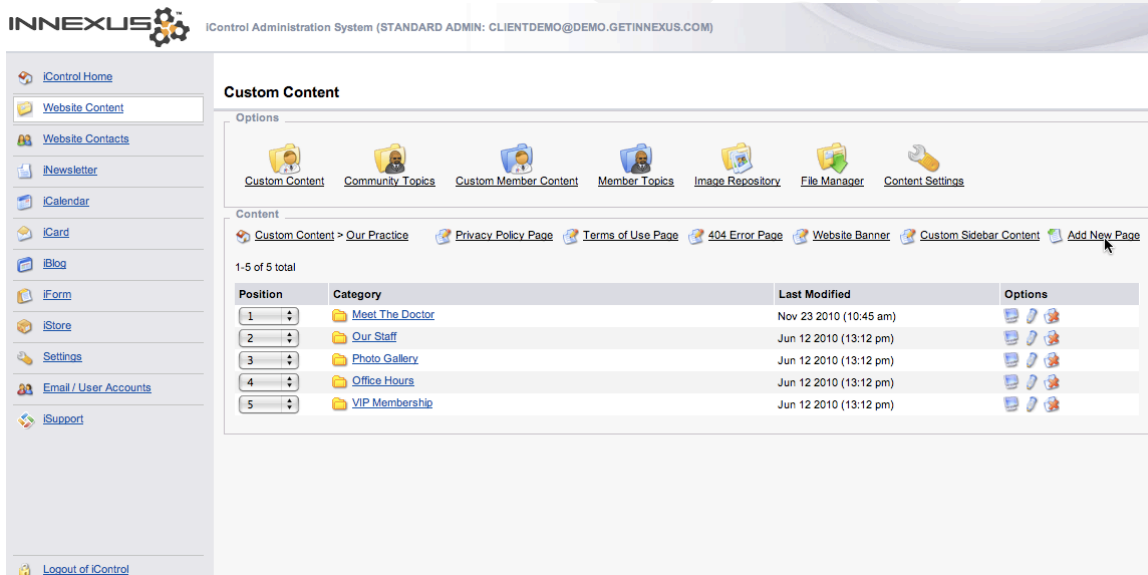
Content

1-5 of 5 total

Position	Category	Last Modified	Options
1	Meet The Doctor	Nov 23 2010 (10:45 am)	[Icons]
2	Our Staff	Jun 12 2010 (13:12 pm)	[Icons]
3	Photo Gallery	Jun 12 2010 (13:12 pm)	[Icons]
4	Office Hours	Jun 12 2010 (13:12 pm)	[Icons]
5	VIP Membership	Jun 12 2010 (13:12 pm)	[Icons]

To Add A New Page

1. Navigate to the Category you wish to add the page to.
2. Click on **ADD NEW PAGE** in the upper right hand corner.



INNEXUS iControl Administration System (STANDARD ADMIN: CLIENTDEMO@DEMO.GETINNEXUS.COM)

Custom Content

Options

Content

1-5 of 5 total

Position	Category	Last Modified	Options
1	Meet The Doctor	Nov 23 2010 (10:45 am)	[Icons]
2	Our Staff	Jun 12 2010 (13:12 pm)	[Icons]
3	Photo Gallery	Jun 12 2010 (13:12 pm)	[Icons]
4	Office Hours	Jun 12 2010 (13:12 pm)	[Icons]
5	VIP Membership	Jun 12 2010 (13:12 pm)	[Icons]


3. Fill out the following:
 - a. Category Label: Page Name
 - b. File Content: Content for the Page
4. Click on **SAVE PAGE**

The screenshot displays the INNEXUS iControl Administration System interface. The top header includes the INNEXUS logo and the text "iControl Administration System (STANDARD ADMIN: CLIENTDEMO@DEMO.GETINNEXUS.COM)". A left sidebar contains a navigation menu with items like "iControl Home", "Website Content", "Website Contacts", "Newsletter", "iCalendar", "iCard", "iBlog", "iForm", "iStore", "Settings", "Email / User Accounts", and "iSupport". At the bottom of the sidebar are "Logout of iControl" and "Login as Brand Admin" links.


The main content area is titled "Add Content: Custom Content". Under the "Options" section, there are several icons: "Custom Content" (a folder with a person), "Community Topics" (a folder with a person), "Custom Member Content" (a folder with a person), "Member Topics" (a folder with a person), "Image Repository" (a folder with an image), "File Manager" (a folder with a document), and "Content Settings" (a folder with a gear). The "Custom Content" icon is highlighted.

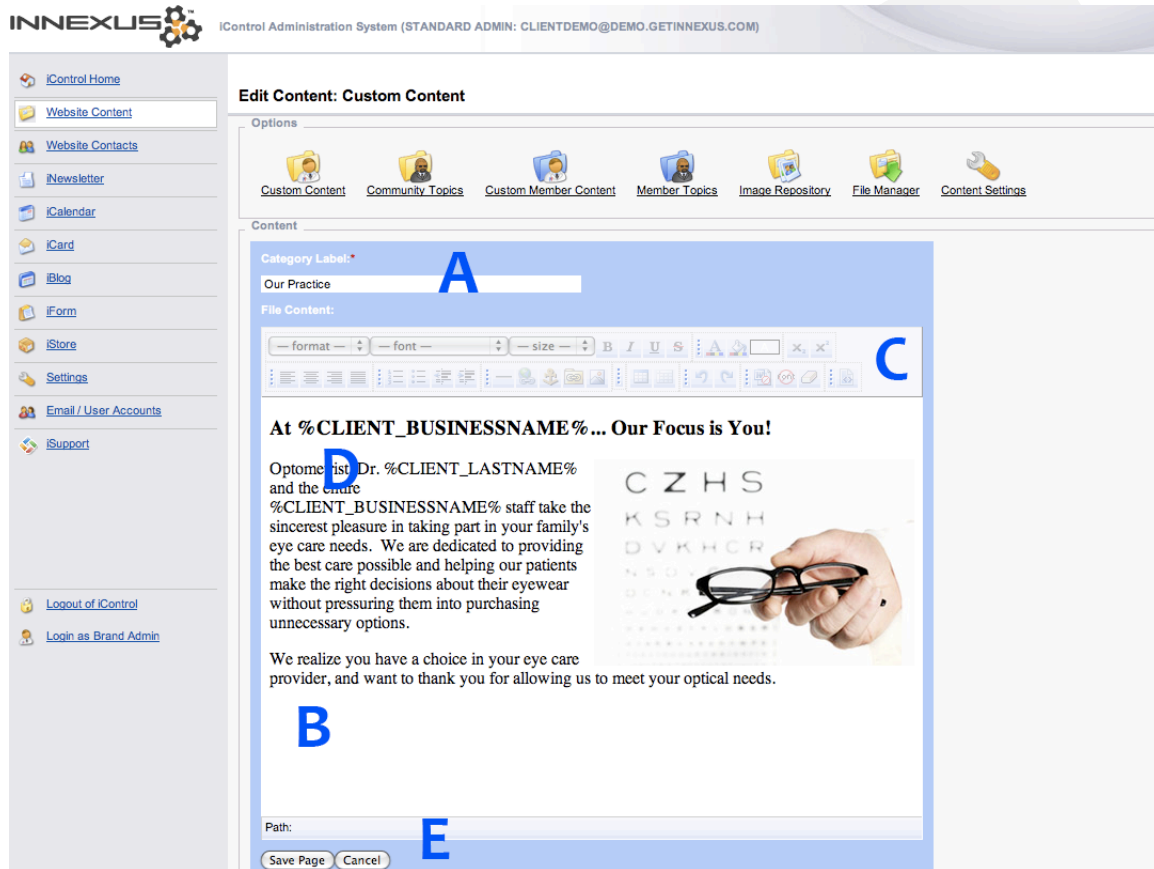
Below the "Options" section is the "Content" section, which contains two tabs: "Create HTML Page" and "Create HTML Form". The "Create HTML Page" tab is active. It features a "Category Label:" field with a dropdown arrow, a "File Content:" area with a rich text editor toolbar (including options for format, font, size, bold, italic, underline, strikethrough, bulleted list, numbered list, link, unlink, image, video, audio, table, and table border), and a "Path:" field. At the bottom of the "Content" section are "Save Page" and "Cancel" buttons.

To Preview Pages

1. Click on the  icon on the right hand side under **OPTIONS**.


To Edit Pages

1. Click on the  icon on the right hand side under **OPTIONS**.



- A. Category Label (Page Name)
- B. File Content (Page Content)
- C. Toolbar/Functions
- D. Token – On a majority of the pages you will notice that we have tokens. Tokens essentially call from a central location and propagate the correct information in multiple locations. Examples of tokens are: the doctor’s first name, doctor’s last name, and practice name. Tokens appear in this format %TOKEN_NAME%. To update a token go to the Settings section of iControl and click on Practice Profile.
- E. Save Page/Cancel

To Delete Pages

1. Click on the  Icon on the right hand side under **OPTIONS**.