## **Add Text to Description**

From the Dashboard:

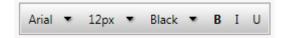
- 1. Select the icon you have chosen for the 'Home' button.
- 2. Select 'Add Text Block'.



3. Click the 'Add/Edit Text' button.



4. Enter your text. You may format your text using the editor tool bar. You may choose fonts, font size, color and font style from the drop down menus.



Note: This formats the text for the entire block.

- 5. If you would like <u>all the text blocks</u> to be formatted the same, check the Master Editor box at the top of the template.
  - ☐ Master Editor Applies Changes To All Text Boxes
- 6. When finished click 'Submit'.