

News Events

Please check if your event has already been posted as a District Wide News Event (Robert Vergiels handles district wide events) so there are not duplicate events.

This module allows you to post news articles. This piece features an RSS subscription feature and a category filter.

Add a New News Article

1. Press **Create New**.

News » View Posts

2. Give your article a title in the right-hand area.
3. You can upload a thumbnail.



4. Select a publish date and archive date.
(The article will auto archive after the archive date passes).

Publishing	
Publish:	04/13/2010 <input type="button" value="..."/>
	~All Day~ <input type="button" value="..."/>
Archive:	07/20/2011 <input type="button" value="..."/>

5. Select a category.

Misc	
Category:	<input type="button" value="-- No Category--"/>
Administrative	<input type="button" value="-- No Category--"/>
Address:	Sports Center Administrative Community

Now move to the left-hand content area. This is where you will enter in the information for the article. You can insert pictures and files as well.

If you would like to push this event to another school website, select the Syndication tab. From here check the boxes for the schools you would like to send it too.

MHS HOSA members Qualify for State Final - News

Drafts & Publishing  

Syndication

Please choose where you would like to push this content.

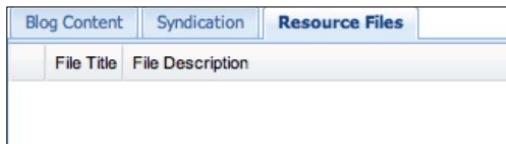
Select: ALL • None • Invert

Monroe Public Schools
 Custer Elementary Campus
 Arborwood Elementary
 Manor Elementary School
 Raisinville Elementary School
 Waterloo Elementary School
 Monroe Middle School
 Monroe High School
 Orchard Center High School
 Riverside Early Learning Center
 Knabusch Math & Science Center

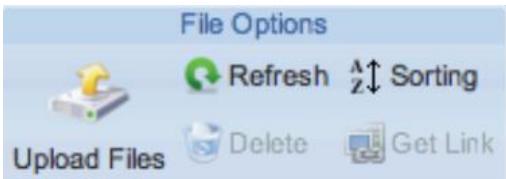
Upload a File

To upload a file:

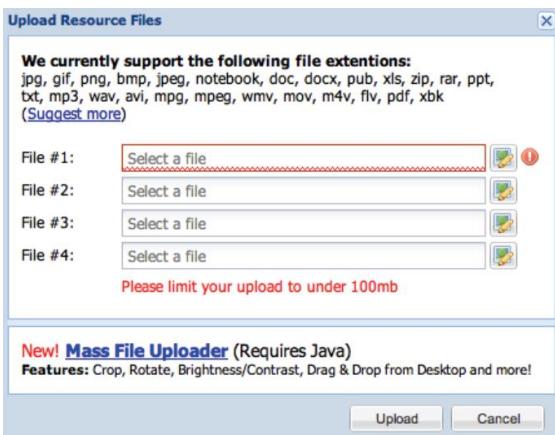
1. Click on the **Resources Files** tab.



2. Click the **Upload Files** button that appears at the top.

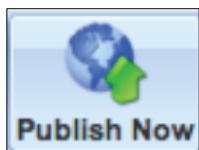


3. Browse your computer for the file or files.



4. Click **Upload**.

When you are finished, press **Publish Now** and then press Publish in the popup window.



Edit an Article

1. Press **Edit** for the article in question
2. Edit the necessary fields
3. Press **Publish Now** and then press **Publish** in the popup window.

Edit • Delete

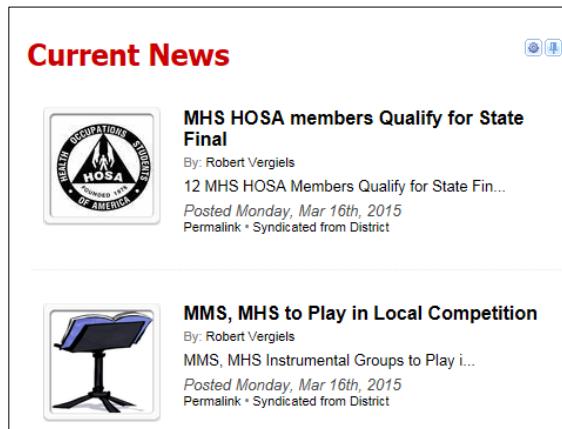
Delete an Article

1. Press **Delete** for the article in question.
2. Press **Delete** in the popup window.

Edit • Delete

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Current News



MHS HOSA members Qualify for State Final
By: Robert Vergiels
12 MHS HOSA Members Qualify for State Fin...
Posted Monday, Mar 16th, 2015
Permalink • Syndicated from District

MMS, MHS to Play in Local Competition
By: Robert Vergiels
MMS, MHS Instrumental Groups to Play i...
Posted Monday, Mar 16th, 2015
Permalink • Syndicated from District

You will see Syndicated from District under the news item.