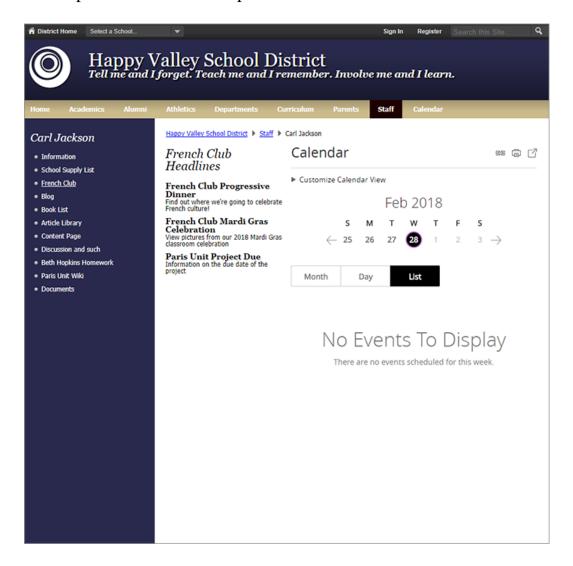
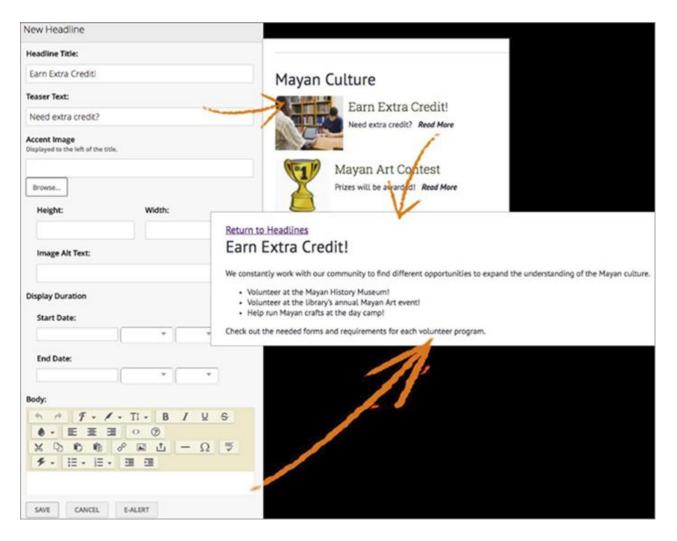
Headlines and Features App User Guide

Use the Headlines & Features to create different stories or events that will be linked together as articles. Highlight news items, important dates, or specific information in one location for easy access by your page viewers. Use the teaser text to provide a short description of the headline and entice users to read more.



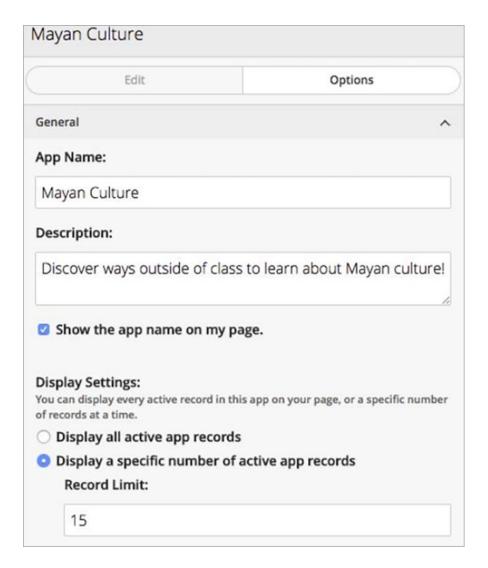
Add the Headlines & Features app

Drag the Headlines app onto your page.



- 1. Enter the *Headline Title* for the article and the *Teaser Text* for a subtitle.
- 2. Select an *Accent Image* if available and enter the *Height, Width*, and *Image Alt Text*.
- 3. Select the *Start Date* and *End Date*.
- 4. Enter the *Body* of the text for the feature article.
- 5. Enter the author information for the article, including *Name*, *Phone Number*, and *Email Address*.
- 6. Select your *Viewers* and add desired *Tags*.
- 7. Select *Activate on my page* to display your content on your page.
- 8. Select Save.

Set additional options



- 1. Select Options.
- 2. Enter the *App Name* to use as the title.
- 3. Enter the *Description*.
- 4. Select *Show the app name on my page* to display the updated app name.
- 5. Choose the *Display Settings* for the number of posts to list.

Tagging

You can add tags to categorize the individual records of a Blog, Headlines & Features, Podcast, or Premium Video app. Use these tags to filter which app records display on the end-user website. If you choose, you can display the tags by which you filtered an app as clickable links on the end-user website or simply display the filtered records without displaying the tags.