



Preventing Changes to Pacific URLs

After a certain point in your Pacific migration, it becomes very important that URLs do not change. Changing the URL will break internal links and result in inaccuracies on the redirect addendum. If your entity has multiple Minisites, they likely contain external links to each other in the content and/or navigation; these external links will also break if URLs change.

Because URLs are based on page names, it is best to instruct your entity's web team not to change page titles after the initial migration. If a page name change is necessary, follow the steps below to prevent the title change from affecting the URL.

Step 1: Identify the Existing URL

Check the address bar to identify the existing URL. The only part you need to remember is what follows the final slash.

In this example, we need to remember "ghosts-colorado" since that comes after the final slash.

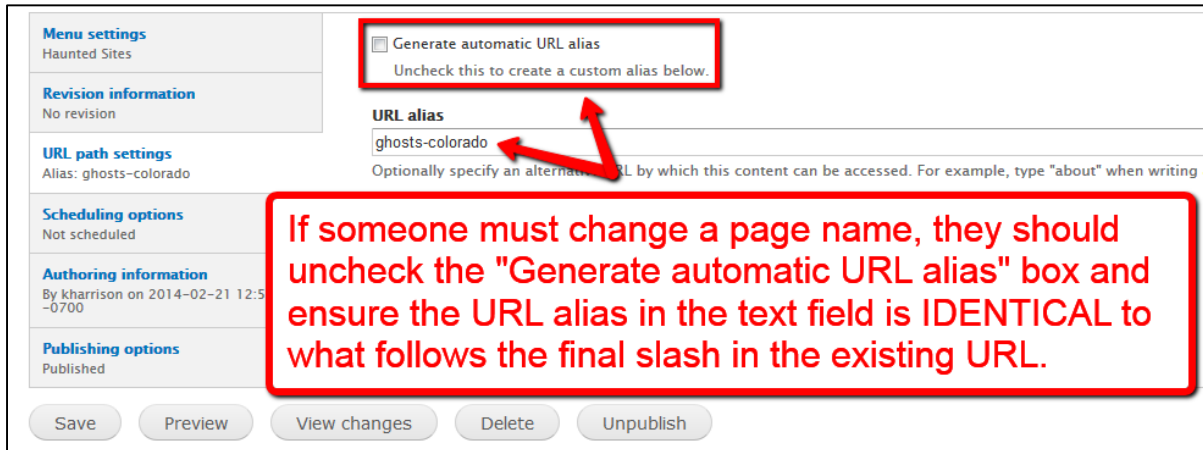
Because URLs are based on page names, changing the page name will also change the URL.

Avoid changing the URL to avoid broken links within the content, redirect addendum, and top navigation.

Ghosts of Colorado

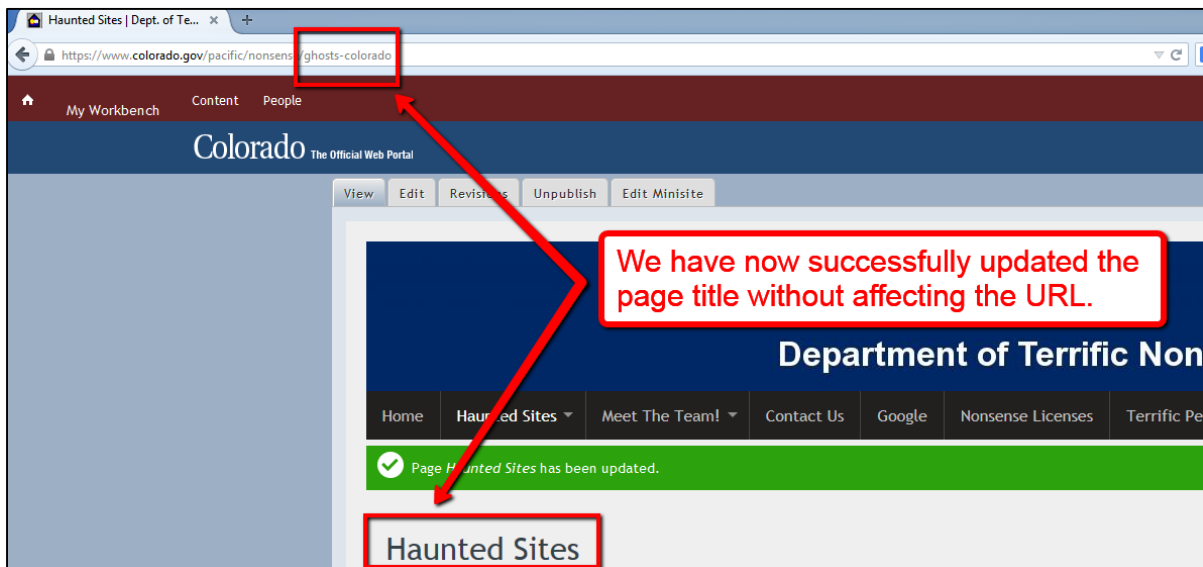
Step 2: Uncheck the Automatic Alias Option

Locate the “URL path settings” tab at the bottom of the edit page screen. Within that tab, uncheck the “Generate automatic URL alias” box. The correct URL will already be in the “URL alias” text field. Do not make any changes to this field.



Step 3: Confirm that the URL Remained the Same

The URL should be identical to what it was in Step 1.



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