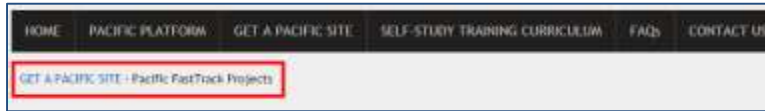


Enabling Breadcrumbs

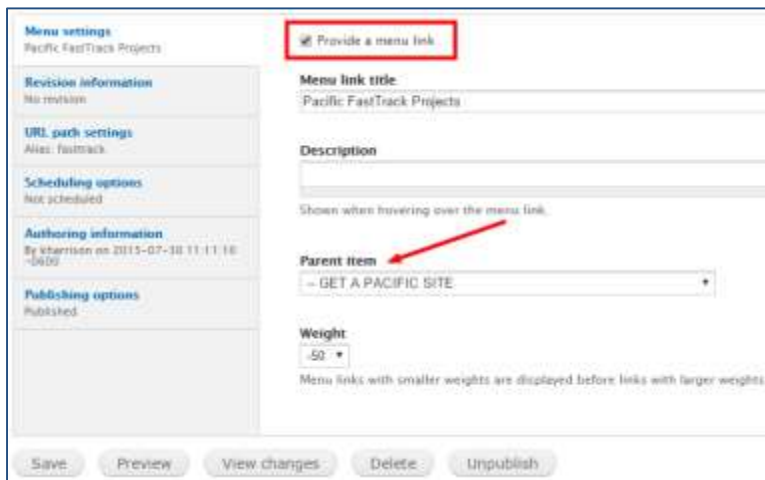
Pacific automatically includes breadcrumbs on pages and webforms that are included in the navigation menu, but MSAs can also add breadcrumbs to pages and webforms that do not appear in the menu. Breadcrumbs will always appear immediately below the top navigation menu above the page title.



We recommend completing the process outlined below for pages and webforms that are not included in the top navigation in order to give your users a better sense of where they are within your site.

1.1. INCLUDE THE PAGE OR WEBFORM IN THE TOP NAVIGATION

Within the edit screen for the page or webform to which you wish to add breadcrumbs, check the *Provide a menu link* box in the *Menu settings* tab toward the bottom of the page. Use the *Parent* item dropdown menu to place the page or webform appropriately. Save or publish the page or webform.



1.2. NAVIGATE TO THE MENUS PAGE AND CLICK *LIST LINKS*

To get to the Menus page, go to *Edit Minisite* tab > *Group* tab > *Menus link* > *List links* link.



1.3. LOCATE THE PAGE OR WEBFORM IN THE MENU LINK COLUMN

Double check that the page or webform is nested in the correct location; the page or webform should be indented one level below the desired parent item.

You can easily reorder items if necessary by hovering over the crossed arrows on the far left and dragging and dropping them into the correct location.

1.4. UNCHECK THE ENABLED BOX

Uncheck the box in the *Enabled* column that correlates with the page or webform. Click *Save configuration* at the bottom of the page.

MENU LINK	ENABLED	OPERATIONS
+ GET A PACIFIC SITE	<input checked="" type="checkbox"/>	edit delete
+ Pacific FastTrack Projects	<input type="checkbox"/>	edit delete
+ SELF-STUDY TRAINING CURRICULUM	<input checked="" type="checkbox"/>	edit delete
+ FAQs	<input checked="" type="checkbox"/>	edit delete
+ CONTACT US	<input checked="" type="checkbox"/>	edit delete

Please note that disabled menu items will not appear in the top or left side menus.