Approving Content for Production:

Changes can be made to pages and saved before it goes to the live web site. This enables users to review changes and edit them before the updated content is published. Terminal Four has a pending state and an approved stage. The content is automatically set to pending after any changes have been made.

1. To approve content mouse over the content box that you want to approve.
2. You will see four boxes; Modify, Delete, History, and Approved. Mouse over the approved and click on Approved from the drop down.
3. You will be asked if you are sure if you want to approve the content. If you are sure go ahead and click Approve.