

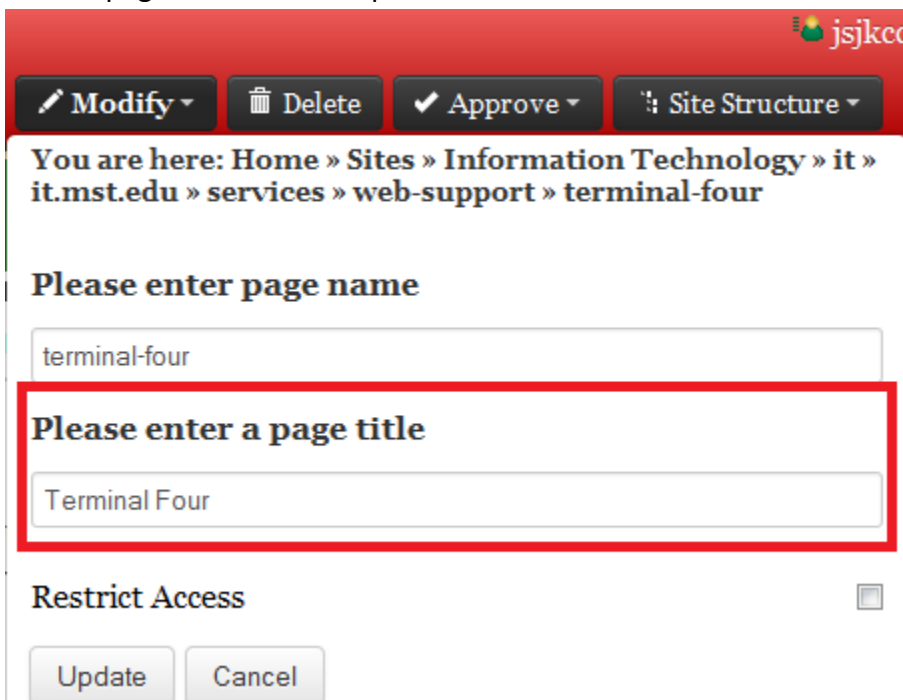
## Creating/Editing a Section Title

*The section title is the text you see in the tabs of your browser that represents the name of the page and also browsers use it as the default text when you book mark a page. Search engines also use it for the link name when they display a search and the proper use of a section title in general makes it easier to find and identify a page on the web.*

1. To add or edit a section title, the first thing you need to do is to log in to Terminal 4's direct edit view.
2. After logging in, select the "Modify" button and a dropdown menu should appear.



3. Type in the text you wish to have as the section title under the section labeled "Please enter a page title and click update.

A screenshot of the Terminal 4 Site Manager interface showing the 'Please enter a page title' form field highlighted with a red rectangular box. The interface has a red header with the 'jsjkec' logo. Below the header is a dark grey toolbar with buttons for 'Modify', 'Delete', 'Approve', and 'Site Structure'. The main content area has a white background and contains a breadcrumb trail: 'You are here: Home » Sites » Information Technology » it » it.mst.edu » services » web-support » terminal-four'. Below the breadcrumb trail is a section titled 'Please enter page name' with a text input field containing 'terminal-four'. Below that is a section titled 'Please enter a page title' with a text input field containing 'Terminal Four'. Below the 'Please enter a page title' section is a 'Restrict Access' checkbox which is unchecked. At the bottom of the form are two buttons: 'Update' and 'Cancel'.