

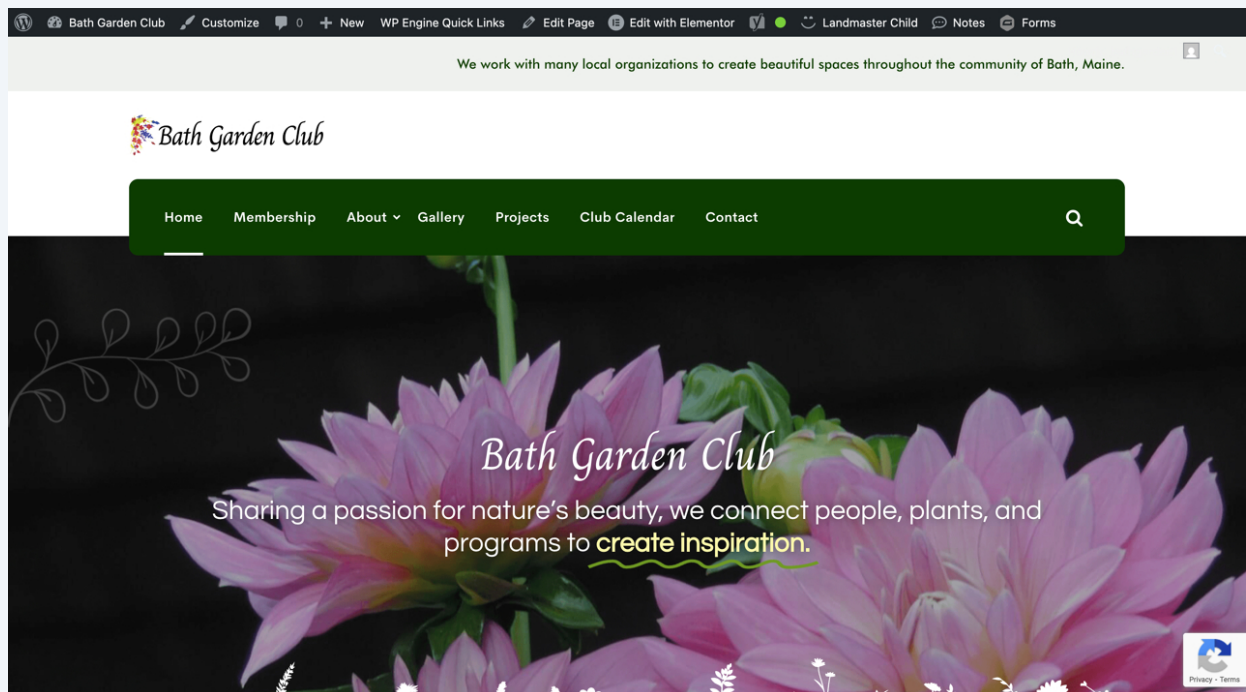
How to Edit Page Content

This guide covers how to make simple content updates (like changing text or images) on your website.

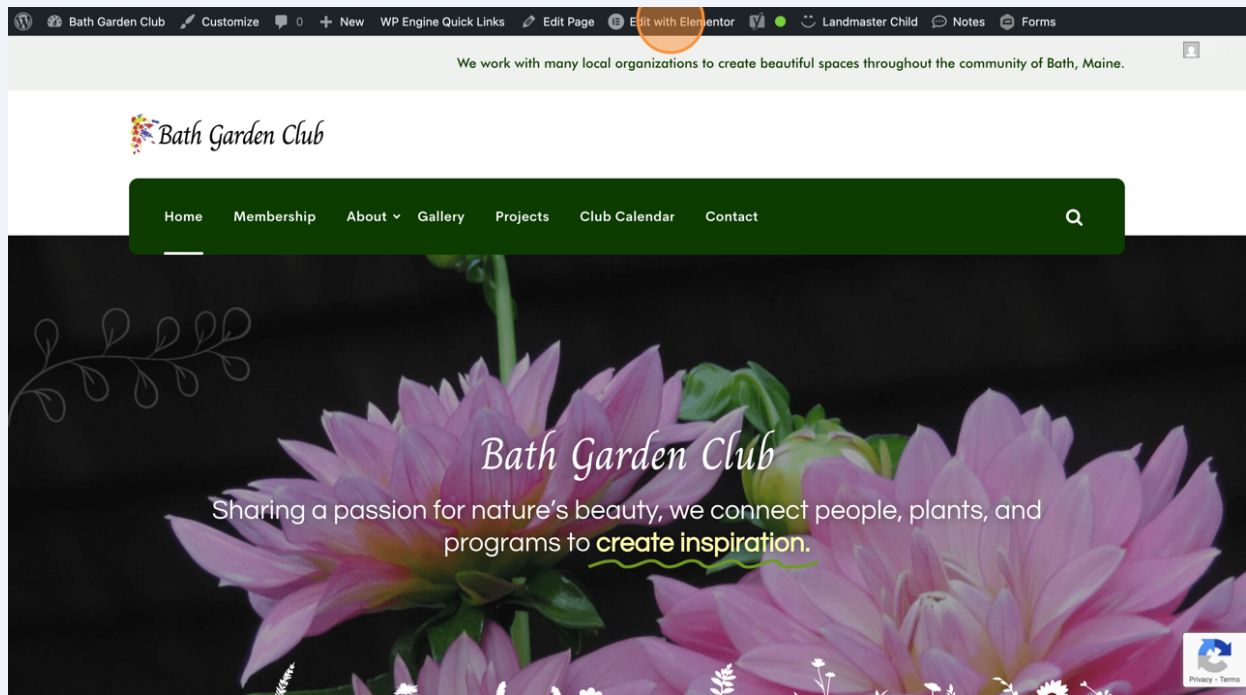
We recommend leaving page layout and section structure as-is — if something looks off, contact Digital Canvas before adjusting layouts or settings.

1

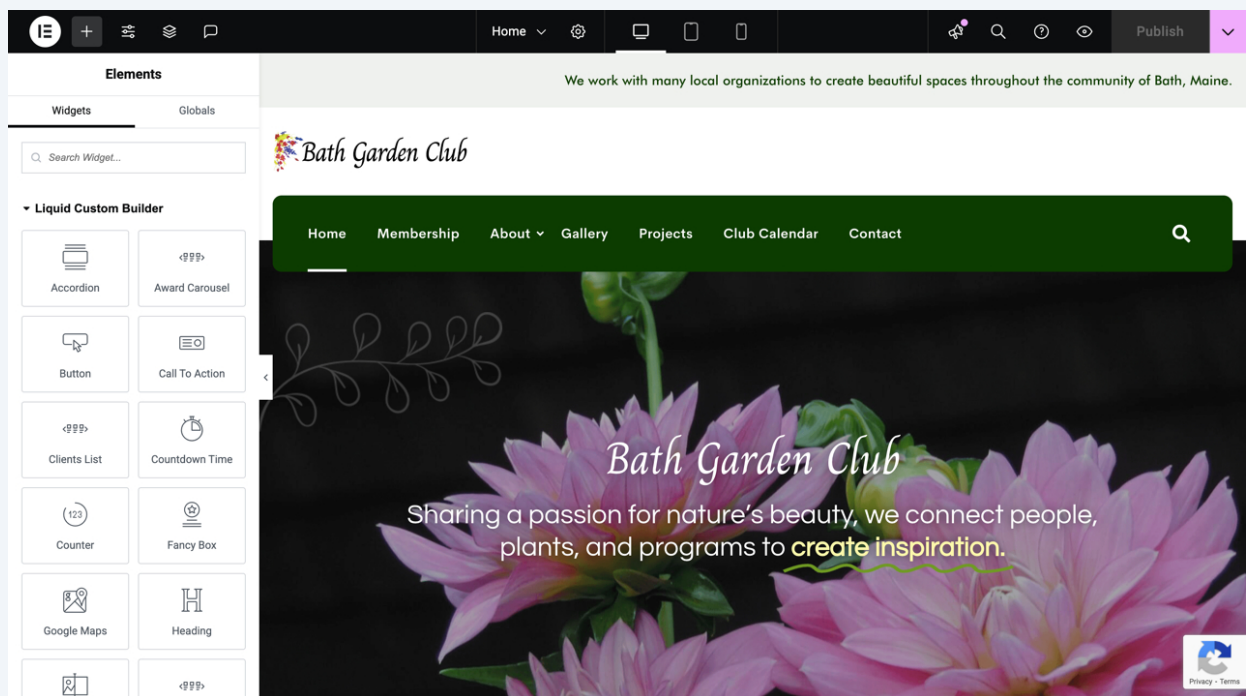
While logged in (confirm you can see the black admin bar at the top), you can edit any page by navigating to it just like a visitor would.



2 At the top of the screen, click **Edit with Elementor**.

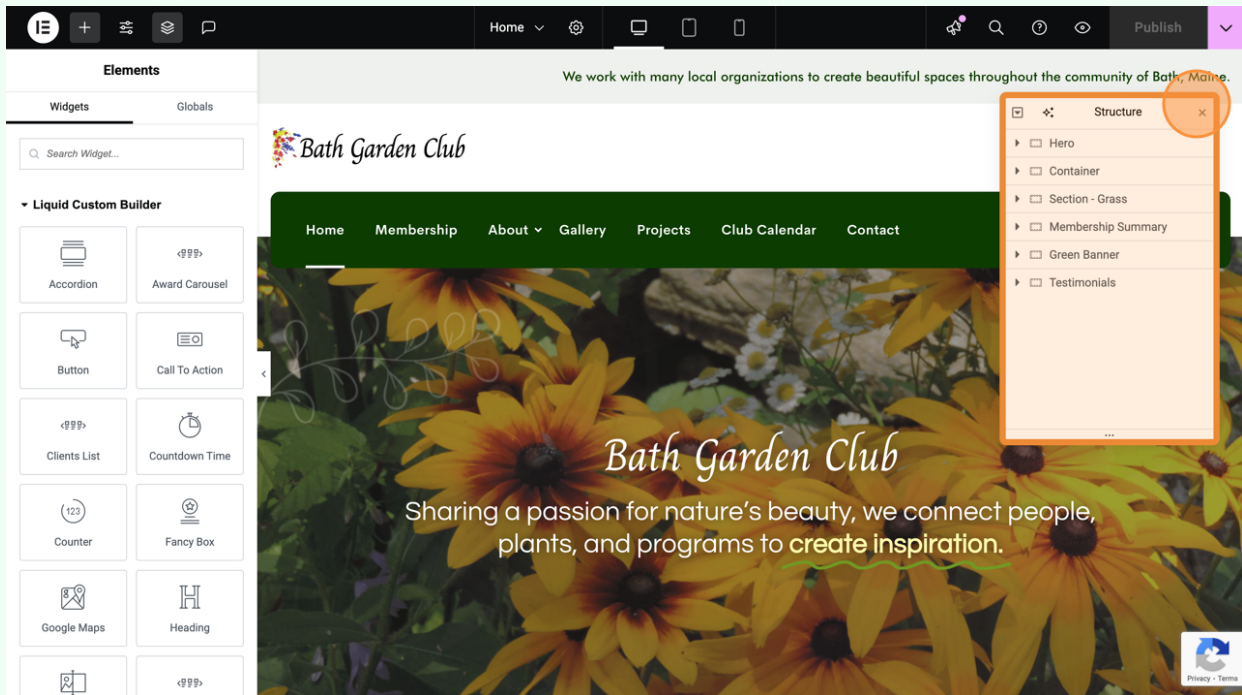


3 You've opened up the page in Elementor's visual front-end **editor**.





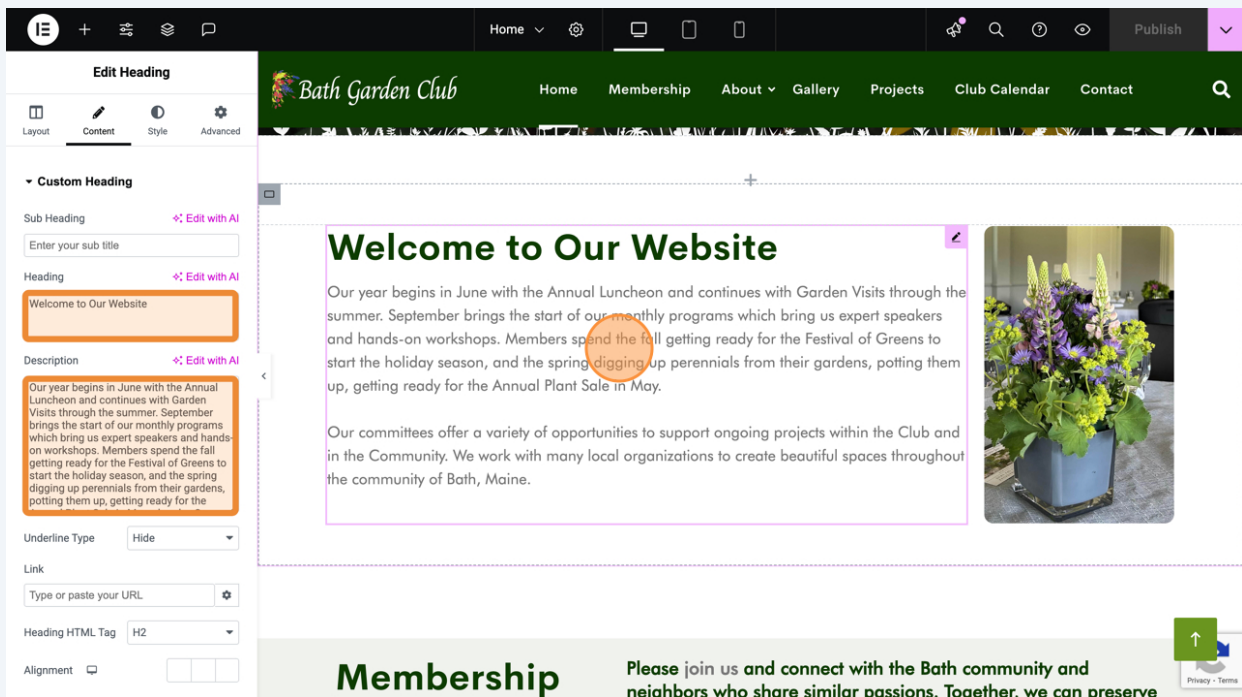
The "Structure" window shouldn't be needed, so if it's there, feel free to close it out!



4

Editing TEXT

- Hover over the text you want to change.
- Click the pink pencil icon or directly **select the text**.
- The text editor panel appears on the left.
- Type your new text directly into the **left-side panel**.





Tip! Stick to editing text only — avoid deleting or moving widgets, as this can affect the layout.

5

Changing an IMAGE

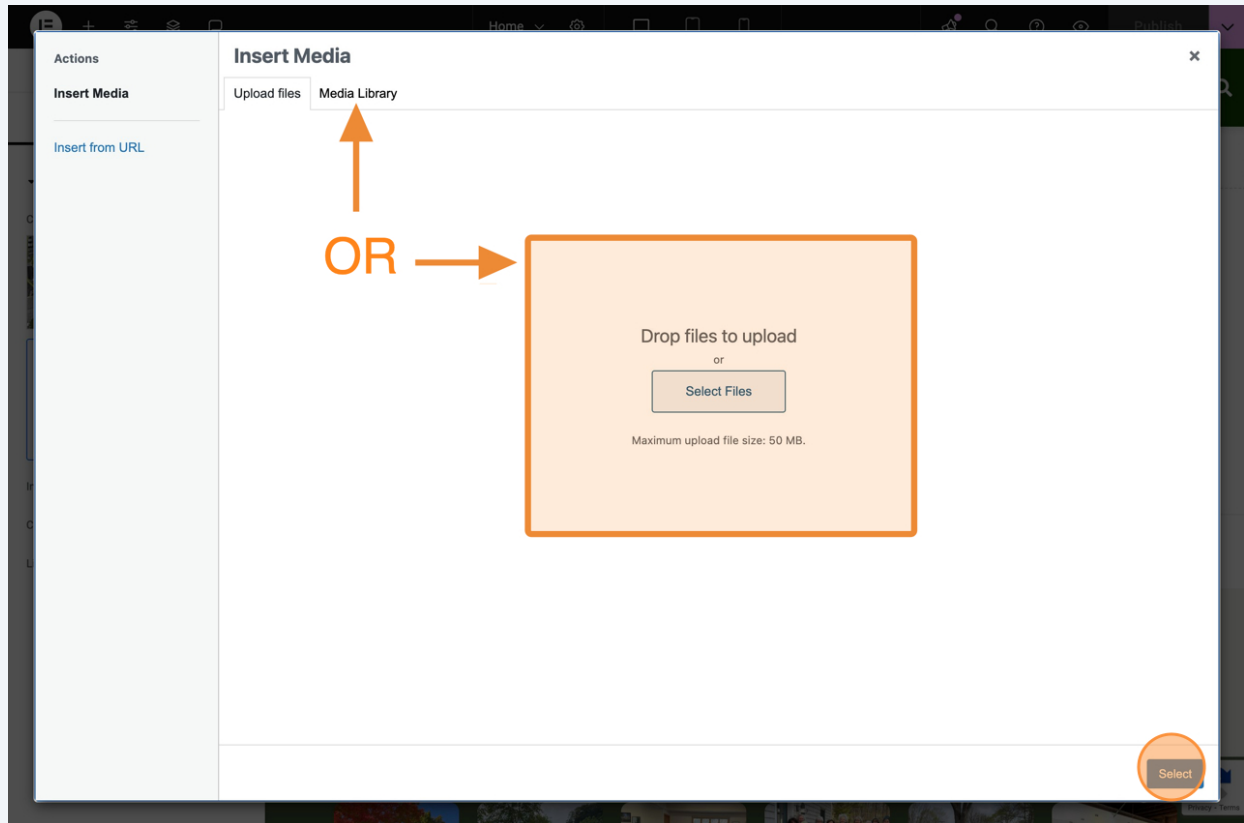
- Hover over the image and select it or click the **pink pencil icon**.
- In the new left panel, click the existing image under **Choose Image** (*this will open an "Insert Media" popup*).

The screenshot shows the website editor for the Bath Garden Club. The left sidebar has a top bar with icons for home, settings, and mobile views, and a 'Publish' button. Below this is the 'Edit Image' panel with tabs for 'Content', 'Style', and 'Advanced'. The 'Content' tab is active, showing a 'Choose Image' section with a thumbnail of a flower pot and a 'Choose Image' button. Below this is a message about the 'Image Optimizer' plugin with an 'Activate Plugin' button. Further down are 'Image Resolution' (set to 'Large - 1024 x 102'), 'Caption' (set to 'None'), and 'Link' (set to 'None') options. The main content area shows the website layout. The top navigation bar includes 'Home', 'Membership', 'About', 'Gallery', 'Projects', 'Club Calendar', and 'Contact'. The main content has a 'Welcome to Our Website' section with a large image of a flower pot (highlighted with a pink circle and a pink pencil icon) and a 'Membership Summary' section with text about joining the club.

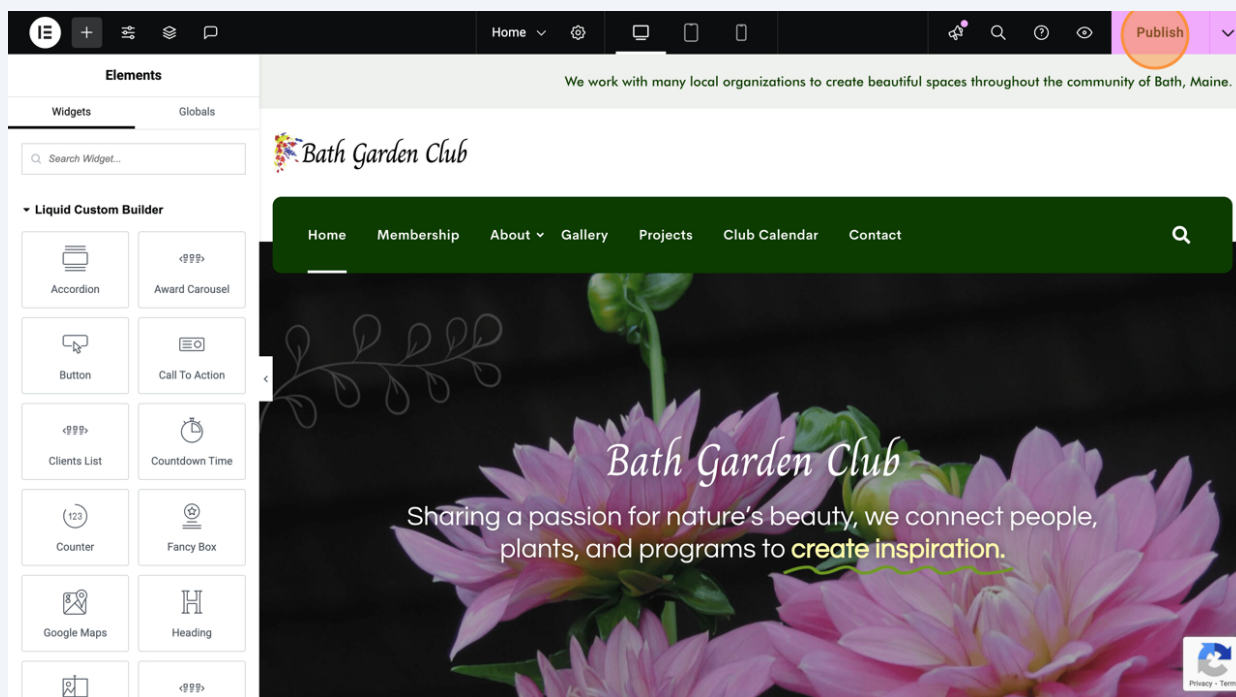
6 Changing an **IMAGE** (cont.)

Within the "Insert Media" popup:

- **Upload** a new image - OR - pick one already uploaded to the **Media Library**.
- Hit **Select** in the bottom right to insert the new image.



7 Click the pink **Publish** button (top right) when finished. Your edits are live!



Something looks wrong?

- Use **Ctrl + Z** (Windows) or **Cmd + Z** (Mac) while still in the editor to quickly **undo**.
- If undo-ing doesn't work, **close out** of the tab *without Publishing*.

Need Help? Contact Digital Canvas for support!

You Did It!

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You've successfully updated your website content using Elementor's front-end editor. For more advanced edits — like changing layouts, adding sections, or managing forms — reach out to Digital Canvas for assistance.

Next guide: *How to Change Banner Images*

