

## 2.1 Setting access to pages

Start by <u>creating a standard page</u>. Edit the <u>page settings</u> of the created page and go to the Access tab.

Here you can select what groups should have access to the page by selecting them below the field Available Items, so that they are added to the field Selected Items.

If the page should be accessed by all groups you can just select the group Show at any login.

It is also possible to hide pages when you login, to create more space in the menus. Use the group Hide at login for this.

Finally it is possible to extend the access settings to all subpages by enabling the checkbox. (img. 2.1.1)

dit Page	"Login star	t"				
General	Access	Metadata	Appearance	Behaviour	Resources	
Page Disable						
Publish Date		Expiration	on Date	Extend to Sub	pages	
				ailable Items:		
Usergroup A Selected Ite	_		AV	allable Items:		

2.1.1

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