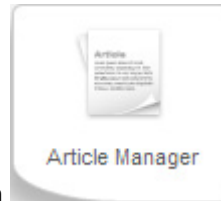


How do I find an article?



1. From the *Control Panel*, click on **Article Manager** button

Popular Items	Created	Hits
Albion College Home	2010-09-05 20:00:00	6782101
Admission	2009-01-20 17:09:28	217160
Search the Albion College Web Site	2010-09-10 17:22:14	209039
Alumni Engagement	2009-02-24 14:28:04	168328
Current Faculty, Staff, and Students	2010-07-06 11:35:31	146123

2. There are few different ways to find your article:

- a. Search by Title

- i. Select and copy the *Title* text from your webpage (the gold all-caps text at the top of the page)

Home » Academics » Academic Research » FURSCA

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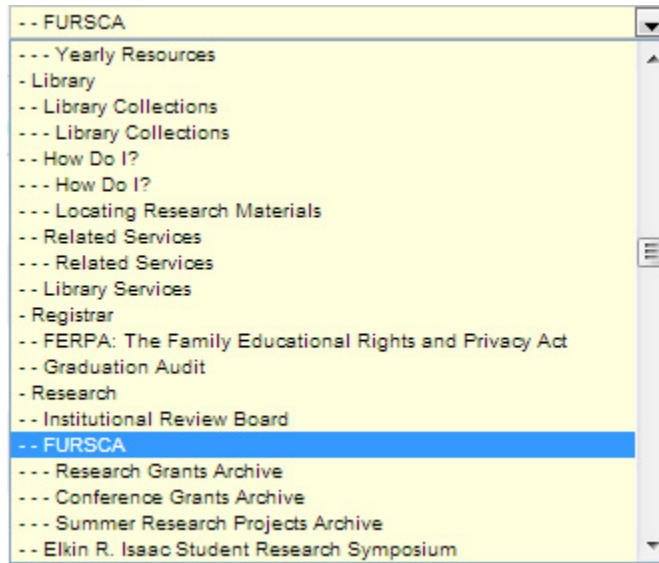
- ii. Paste it into the field marked "Filter:" and click the **Search** button

Filter:

- b. Narrow it down by category

- i. Click the - **Select Category** – dropdown

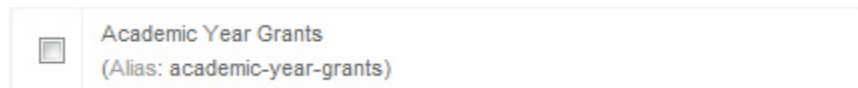
ii. Scroll through the categories until you find the category your article is in



c. From here you should be able to find the title of the page you are looking for, click the link to edit



i. The article's title that you do not have access to edit will not appear as links



ii. You may need to look through multiple pages to find your results

