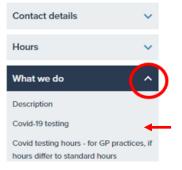# Welcome to the new Healthpoint editing interface

We have updated how you edit your Healthpoint webpage. Here are a few key changes to help you navigate and edit.
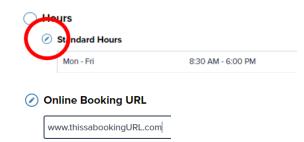
1. Navigation

Use the left drop-down navigation menu to short-cut to the section to edit.

Click on the option you want to edit.

2. Editing

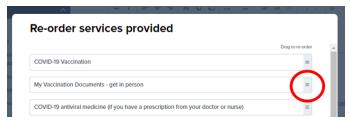Click on the **pen icon** to edit a section.

Some sections you can edit directly by clicking into the text box.

3. Save as you go

Each field or section will ask you to save before you can progress to the next item.

4. Change the order of items

You can now reorder items by dragging and dropping.

5. Sending your edits for approval

Click the **Review** and **Approve** buttons at the bottom of the page to publish your changes on Healthpoint. You will be notified when your changes are published.

Note: Changes to Hours, Emergency Banner, Covid-19 Testing and Covid-19 Vaccination are published as soon as you click save and do not need to be sent through for approval.