

1. **Signing Up/Logging In**
2. Creating New Users/Assigning Roles
3. **All Content Screen Review**
4. **Creating a Basic Page**
(<https://demo.stg.colorado.gov/longs-peak>)
 - a. Publishing
 - b. Scheduled Publishing
 - c. Creating Revisions
 - d. Reverting Content to a Previous Version
 - e. Adding to Layouts
 - f. Display Options
 - g. Webform Options
5. **Creating a Landing Page**
(<https://demo.stg.colorado.gov/place-land>)
 - a. Build with Rows and Cards
 - i. Equal Columns
 - ii. Two Uneven Columns
 - iii. Three Uneven Columns
 - iv. Accordion
 - v. Info Slider
 - b. Cards
 - i. Basic Cards
 - ii. Map Cards
 - iii. Carousel Cards
 - iv. Tabs Cards
 - v. Block Cards
 - vi. View Cards
 - vii. Open Embed Cards
 - viii. Icon Cards
 - ix. Image Cards
 - c. Jumbotron
6. **Editing a Page using the Editor, i.e. WYSIWYG**
 - a. Adding links
 - b. Adding images
 - c. Adding Images
 - d. Adding Files
7. **Menus**
 - a. How to add a page to a menu
 - b. Adding a Left or Right Menu to a Page
 - c. Adding a Custom Link to a Menu
 - d. Creating Custom URL Aliases
8. **Relationships and Tags**
 - a. Creating Relationships Using Tags
 - b. Displaying Related Content on a Page
9. **Creating/Editing Articles**
10. **Creating/Editing Events**
 - a. Mini Calendar
11. Creating Webforms and Viewing Results
12. **Basic and Custom Blocks**
13. ShareThis Integration and Social Media