Content Item: Move Items

Last Updated Monday, 09 April 2007

Type:

com_content

Access:

menu=>Content=>Content Item Manager->Move

or

Quick Icon=>Content Item Manager->Move

User Level:

Manager; Administrator; Super Administrator.

Screenshot:

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Content Item: Move

Description:

This function enables a single Content Item or multiple Content Items to be moved from one Section/Category to another. Simply having selected the radio button next to the Content Item(s) in the Content Item Manager and clicking the Move icon opens this screen.

Toolbar:

Save: Click the Save icon, after the target Section/Category has been selected from the drop down list of existing Section/Categories, to complete the transfer of the Content Item.

Cancel: Clicking Cancel at any point ends the current
move session and returns the display to the Content Item Manager screen. The Move session will be completely lost and must
be restarted - if needed.

Help: Click the Help icon at any time to view this Help Screen.
Details:

Move to Section/Category: Select the Section/Category from the displayed drop down list of existing Sections/Categories to which the Content Item is to be moved.

Items being Moved: This field lists the Content Items that are the subject of the current Move process.
Related Information:

TinyMCE WYSIWYG Editor
MOS Image Editor Button
Related Items Module

No WYSIWYG Editor
Calendar
Link - Content Item

MOS Pagination
Page Impression Statistics
User Access Levels

MOS Pagebreak Editor Button
Global Configuration
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MOS Image
Section Manager
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NOTE: If you have any comments or suggestions regarding this Help screen then please post them in the Suggestions, Modifications, and Corrections forum in the User Documentation Work Group.

Thank you!

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The User Documentation Team