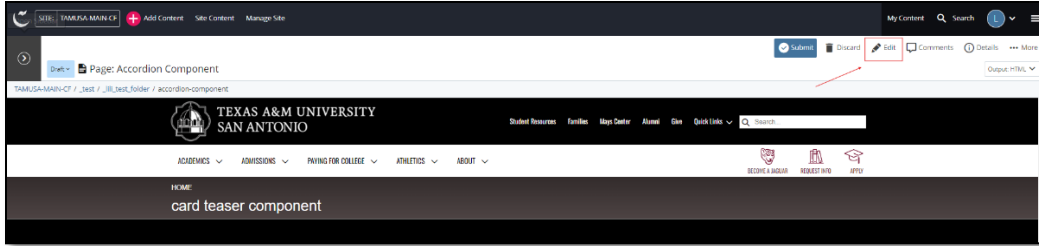


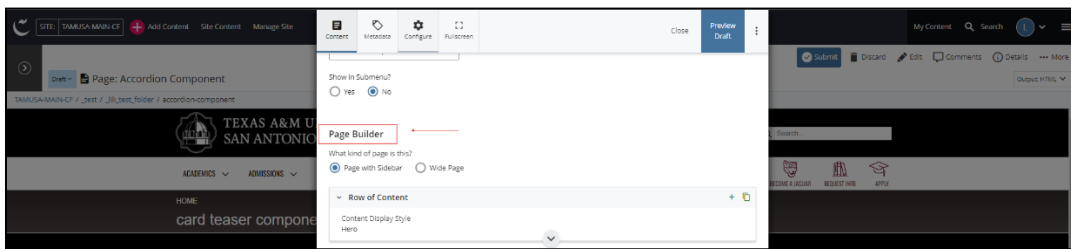
Card Teaser Component

This document will explain how to use the “**Card Teaser Component**”.

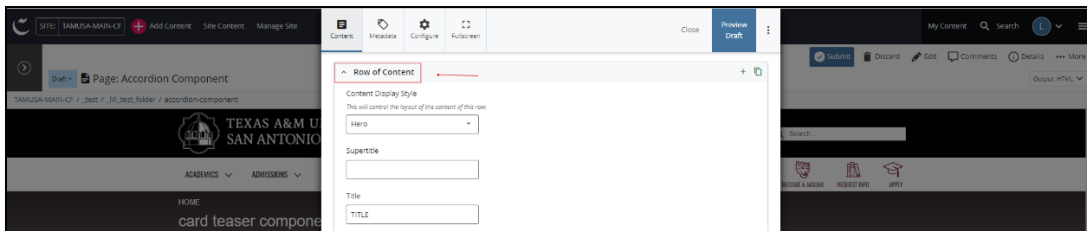
1. Click the ‘**Edit**’ button at the top right of the screen. (screenshot below)



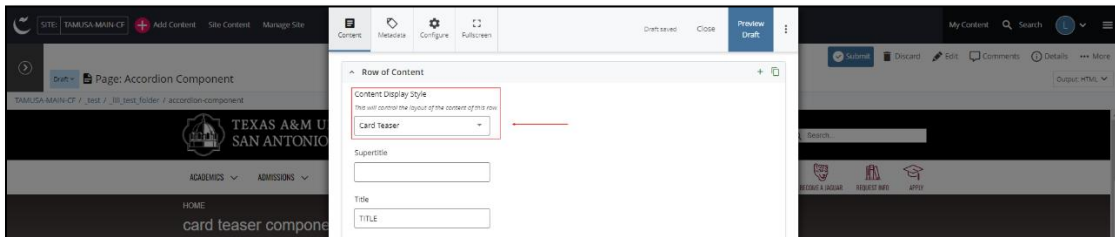
2. Navigate to “**Page Builder**” section, under “**Show in submenu?**”. (screenshot below)



3. Open the “**Row of Content**” block by clicking the arrow to the left of the “**Row of Content**” title. (screenshot below)

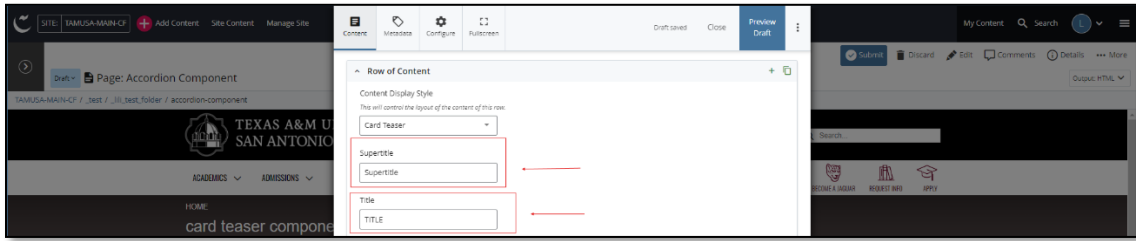


4. Open the “**Content Display Style**” dropdown menu and select the “**Card Teaser**” option. (screenshot below)

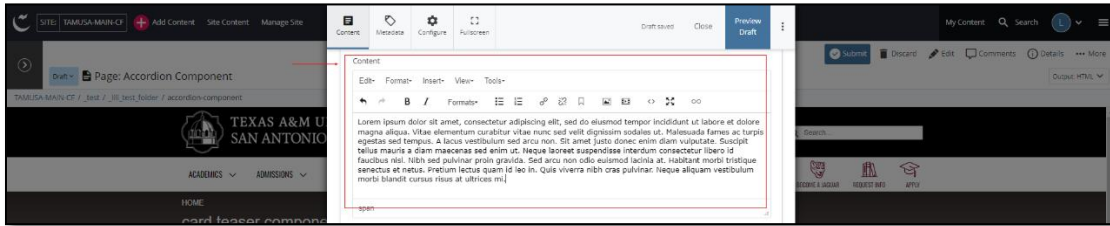


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5. Fill out **“Supertitle”** and/or **“Title”** entries. (screenshot below)



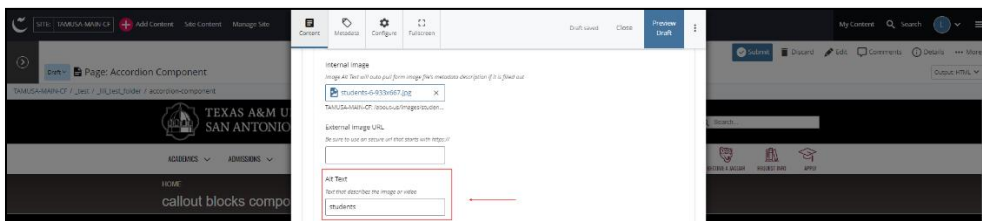
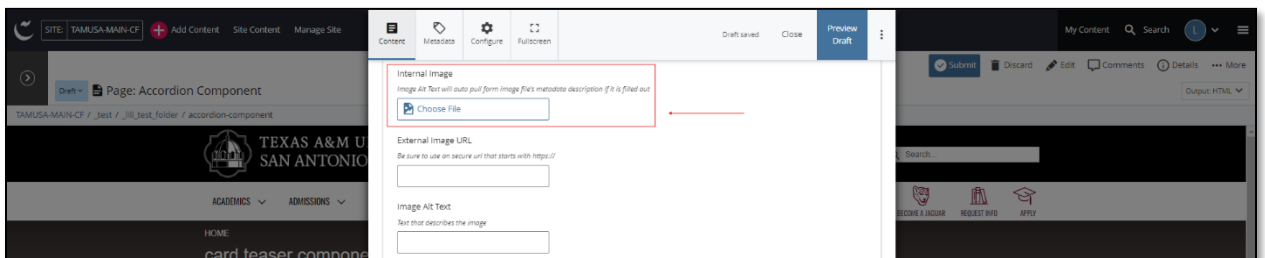
6. Fill out the **“Content”** entry. (screenshot below)



a. This block has a formatting tool (WYSIWYG) to edit the content in the **“Content”** block. WYSIWYGs will be explained in another video.

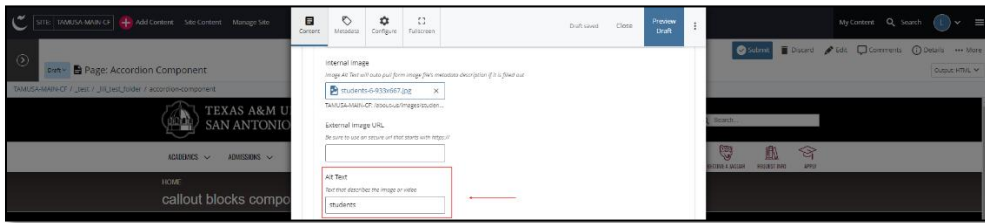
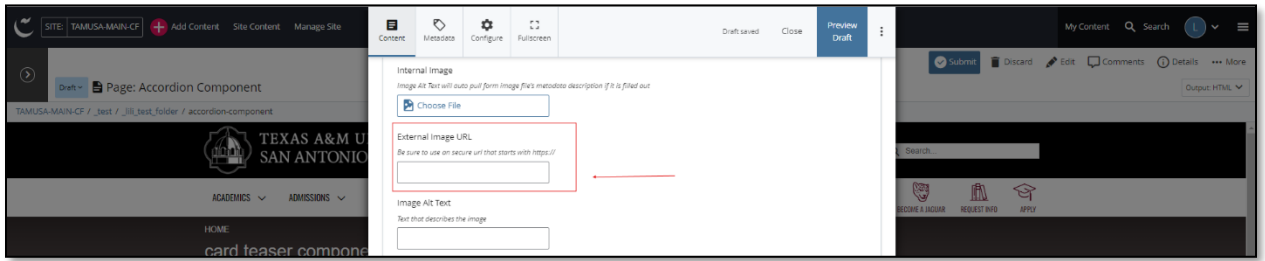
7. Scroll down to **“Internal Image”**. (If you did not upload your image into Cascade please move on to **“8”**) Click on the **“Choose File”** entry and choose the image you would like to add. Finally, ensure the internal image contains **“Alt Text”**. (screenshot below)

a. Please ensure any images uploaded into Cascade are within an **“Image”** folder.
b. Adding internal images is **optional**.

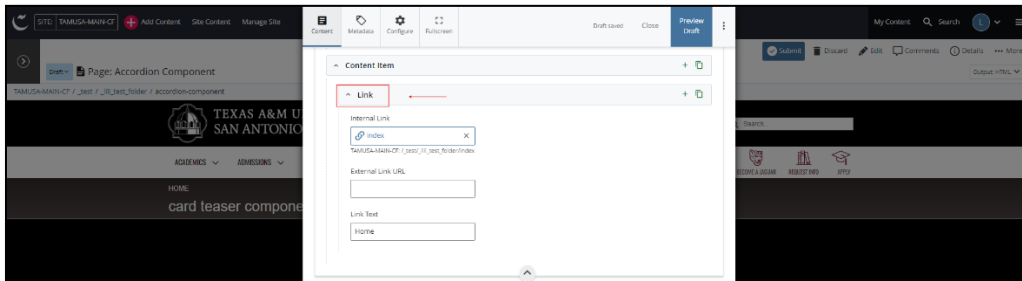
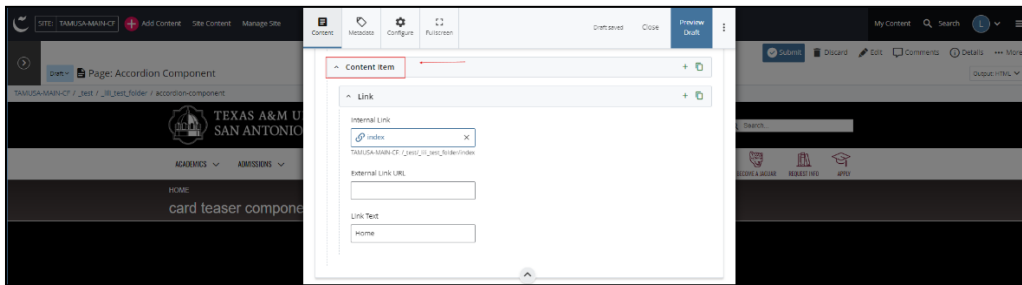


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8. Click on the **“External Image”** entry and enter the URL image address. Finally, ensure the external image contains **“Alt Text”**. (screenshot below)
- a. *Adding external images is optional.*

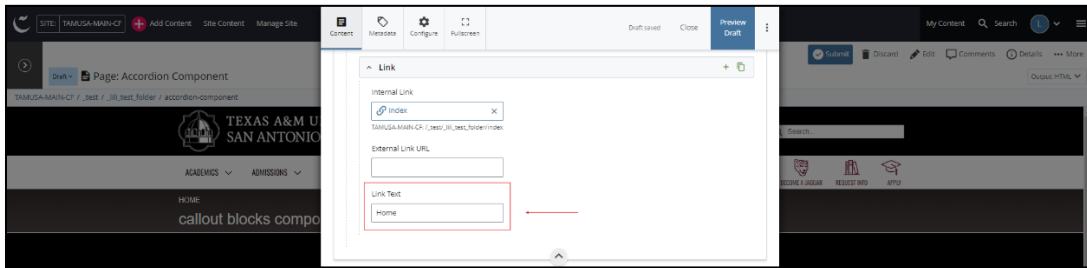
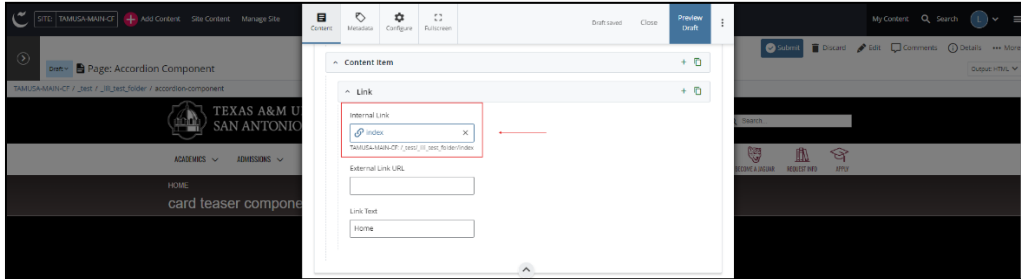


9. Scroll down to the **“Content Item”** block and locate the **“Link”** block inside the **“Content Item”** block. (screenshot below)

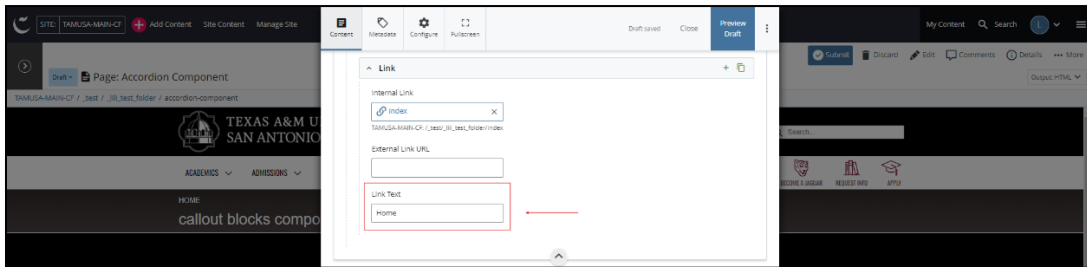
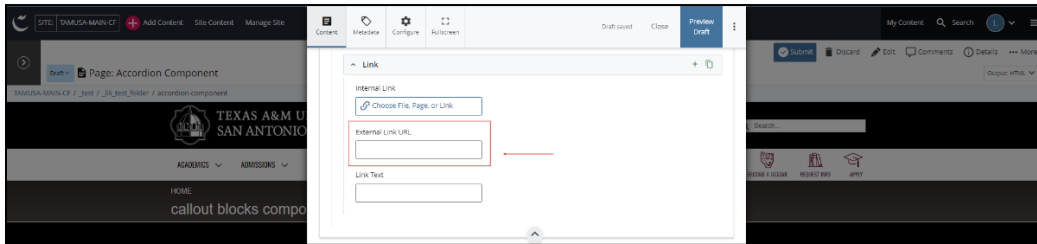


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10. Navigate to the “Internal Link” entry. (If you *did not* upload a link into Cascade please move on to “11”) Click on the “Choose File, Page, or Link” entry and choose the file, page, or link you would like to add. Finally, locate the “Link Text” entry and give your internal link a title. (screenshot below)
- a. Please ensure any links uploaded into Cascade are within an “_links” folder.
 - b. Adding an internal link is optional.

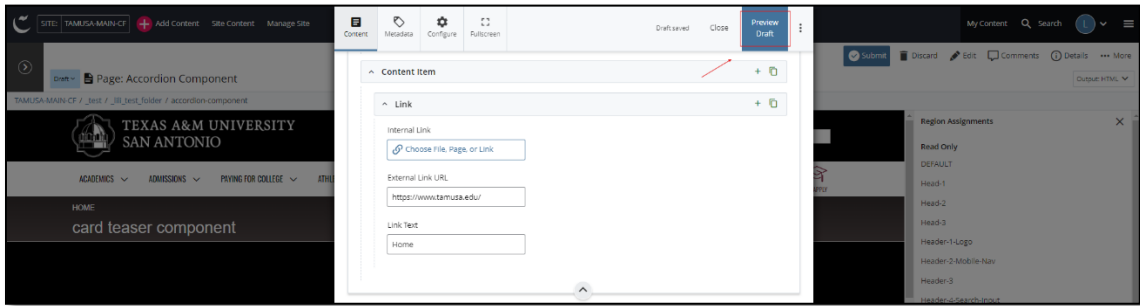


11. Click on the “External Link” entry and enter the URL address. Finally, locate the “Link Text” entry and give your external link a title. (screenshot below)
- a. Adding an external link is optional.

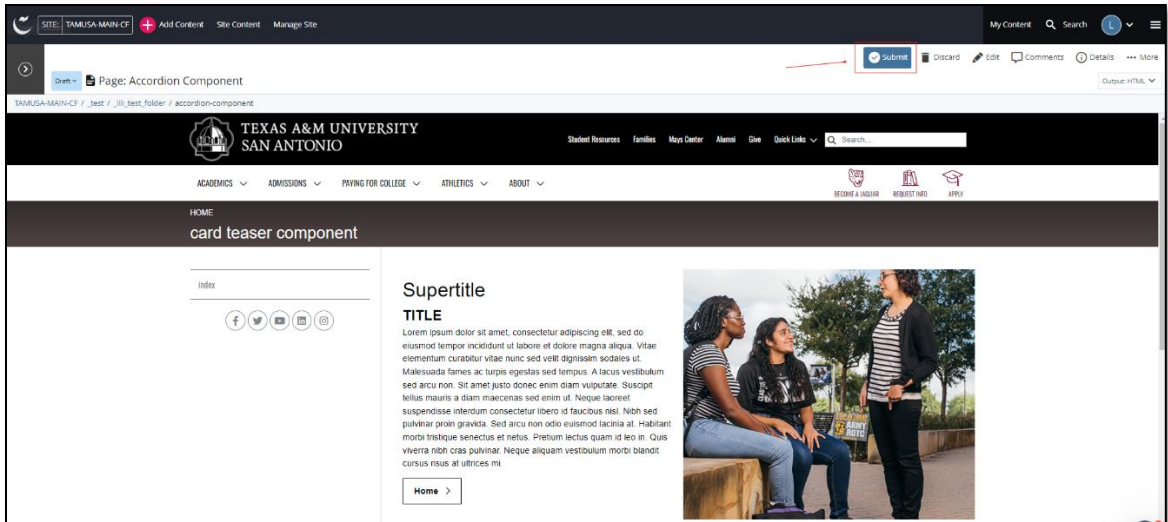


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12. After making edits, click on the blue **“Preview Draft”** button at the top right corner. (screenshot below)



13. Once you are satisfied, click on the blue **“Submit”** button, otherwise click on the **“Edit”** button if you would like to continue making changes. (screenshot below)



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Practical Applications for Card Teaser

Card teasers are a visually appealing and interactive design component perfect for highlighting featured content, events, or services in a concise and engaging way. They also provide a streamlined method to present information by combining striking imagery, impactful text, and clear calls-to-action. Below is a list of common use cases where card teasers can effectively showcase university initiatives and resources.

- Admissions Events
- Academic Programs
- Career Services
- Student Success Stories
- Study Abroad Programs
- Campus Events