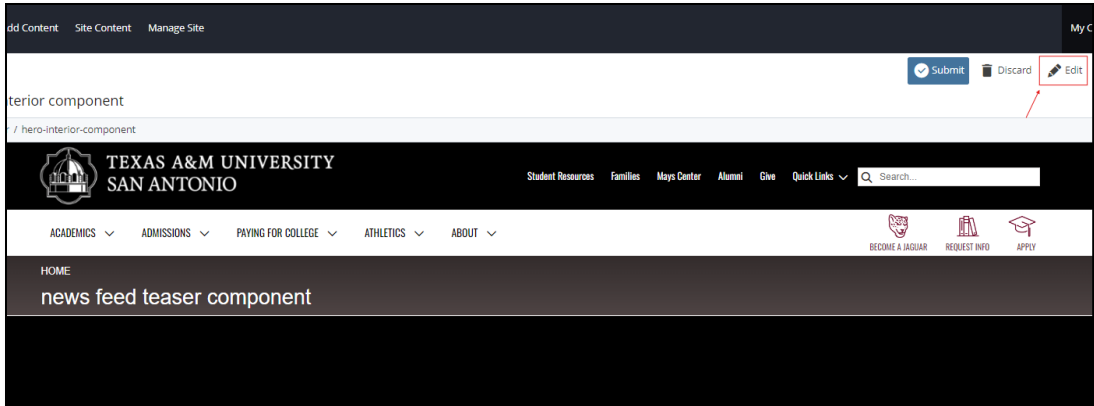


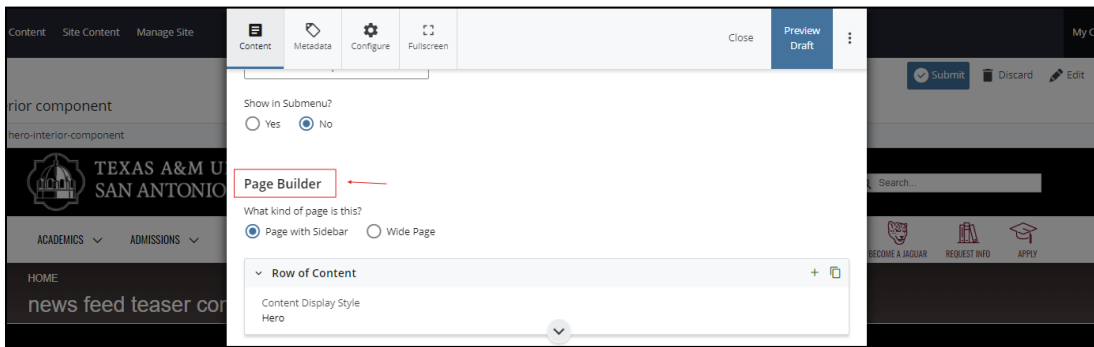
News Feed Teaser Component

This document will explain how to use the “News Feed Teaser Component”.

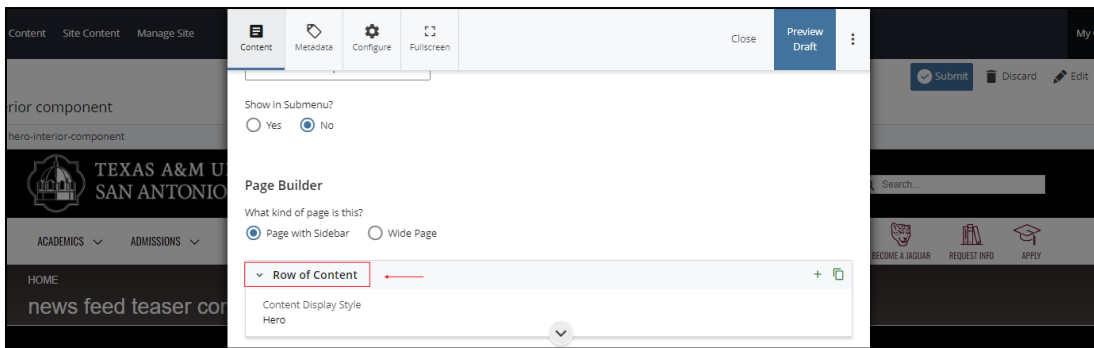
1. Click the “Edit” button at the top right of the screen. (screenshot below)



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

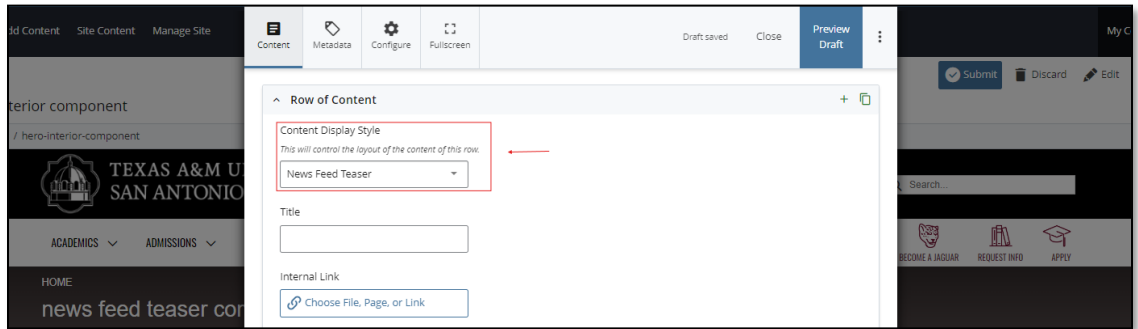


3. Open the “Row of Content” block by clicking the arrow to the left of the “Row of Content” title. (screenshot below)



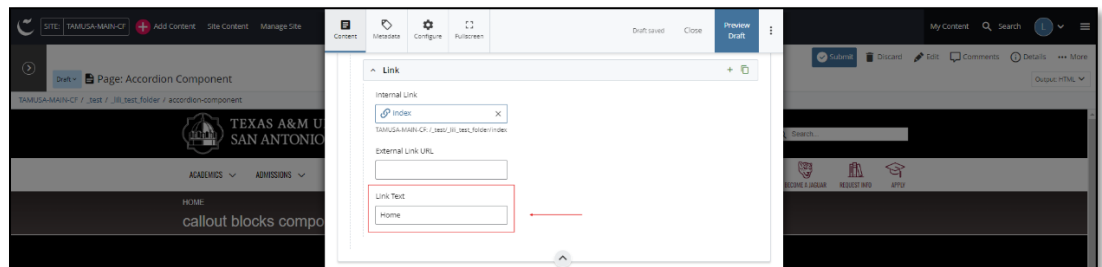
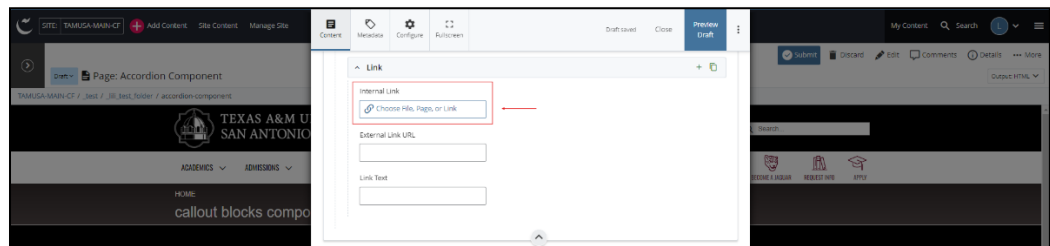
(Next Page)

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



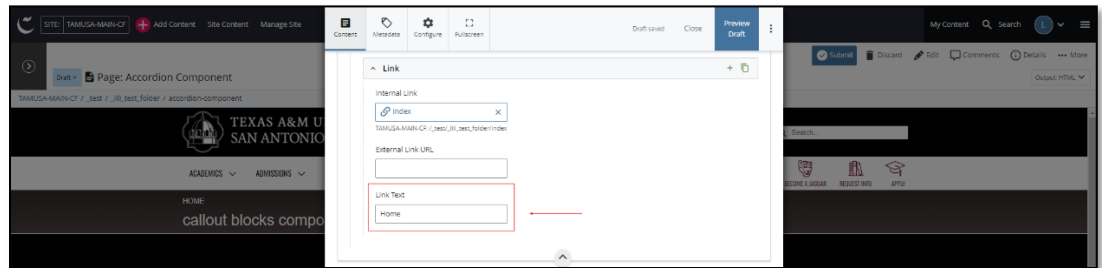
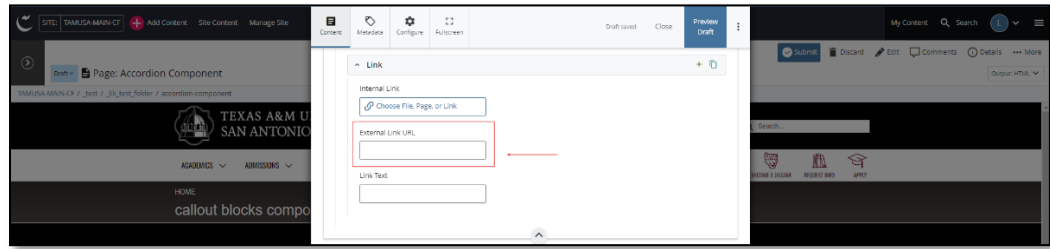
5. Scroll down to **“Internal Link”**. (If you *did not* upload a link into Cascade please move on to “6”) Click on the **“Choose Files, Page, or Link”** entry and choose the file, page, or link you would like to add. Finally, locate the **“Link Text”** entry and give your internal link a title. (screenshot below)

- a. Please ensure any links uploaded into Cascade are within an **“_links”** folder.
- b. Adding an internal link is optional.

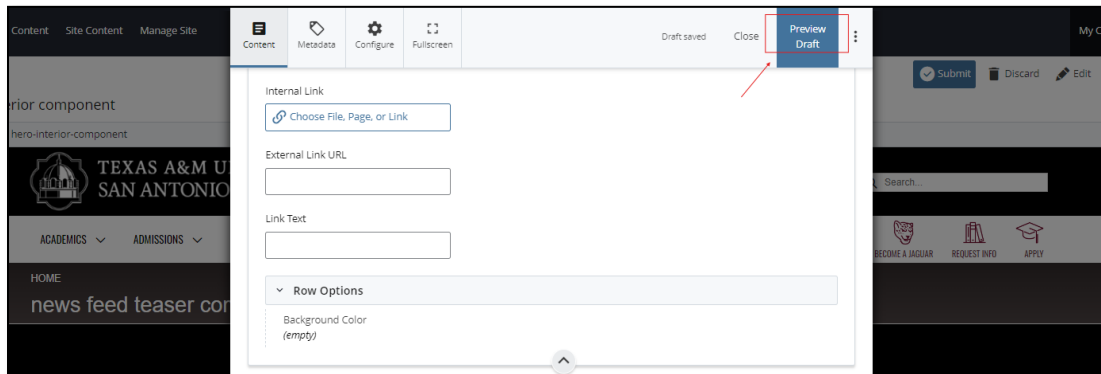


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6. Click on the **“External Link”** entry and enter the URL address. Finally, locate the **“Link Text”** entry and give your external link a title. (screenshot below)
- a. *Adding an external link is optional.*

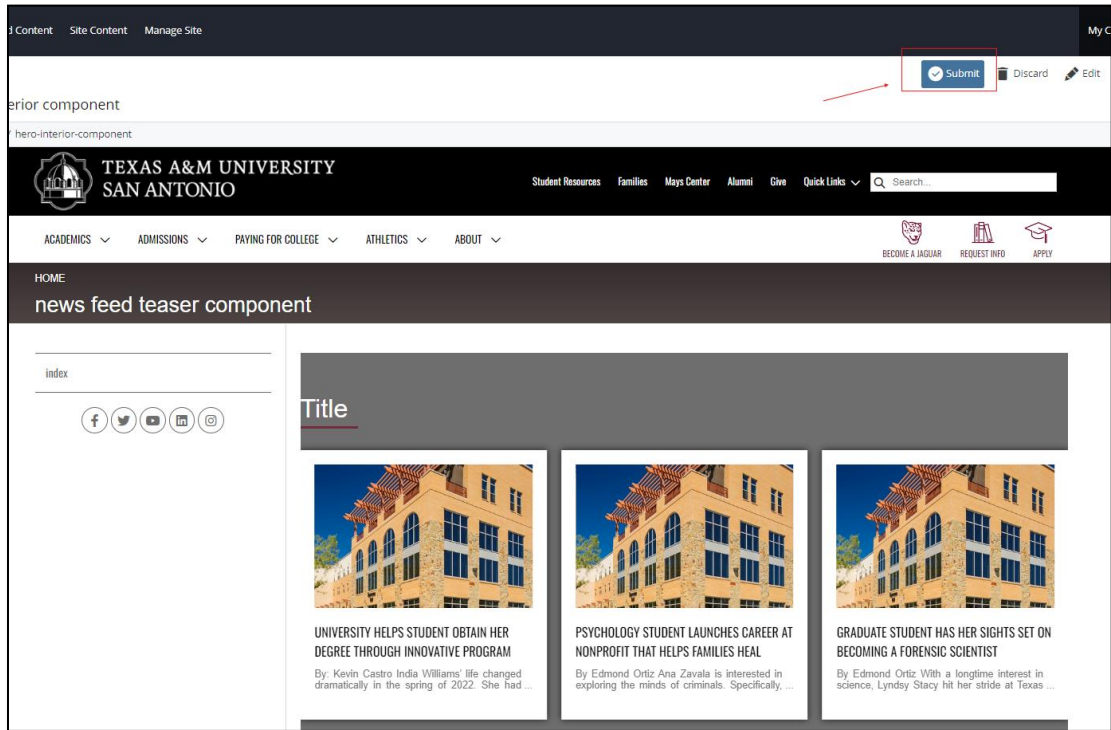


7. After making edits, click on the blue **“Preview Draft”** button at the top right of the corner. (screenshot below)



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8. 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 News Feed

The news feed component is a dynamic carousel-style feature that universities can use to showcase recent news, events, or updates in an engaging and visually appealing manner. Each card within the component includes an image, a title, and descriptive text, making it perfect for highlighting key stories, achievements, or announcements. This component is ideal for keeping the website's content fresh and inviting, while allowing users to easily browse through multiple pieces of information in a compact space. It's an effective way to promote campus life, academic milestones, or upcoming events. Below is a list of examples we can use the news feed for.

- Showcasing Recent Campus Achievements
- Promoting Upcoming Events
- Sharing Student and Faculty Stories
- Highlighting New Programs and Initiatives
- Posting Timely Announcements