

Page Parameters

To change Page Title, Meta Description, Keywords and Content Title

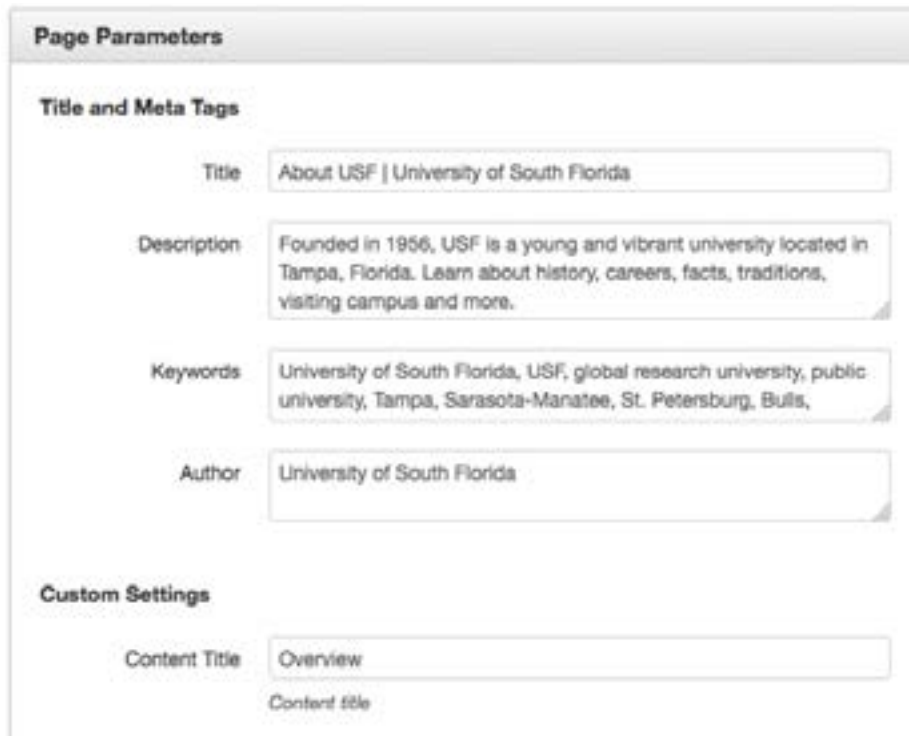
The available properties will depend on the template being used and the requirements for the page to render as desired.

To access the Page Parameters, navigate to the desired page.

1. Click on the Properties button.



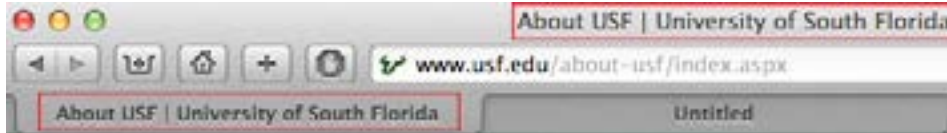
2. Alter or add the necessary details and save the changes. Do not change the Author field.

A screenshot of the 'Page Parameters' form. The form is titled 'Page Parameters' and is divided into two sections: 'Title and Meta Tags' and 'Custom Settings'.
Under 'Title and Meta Tags', there are four fields:
- 'Title': 'About USF | University of South Florida'
- 'Description': 'Founded in 1956, USF is a young and vibrant university located in Tampa, Florida. Learn about history, careers, facts, traditions, visiting campus and more.'
- 'Keywords': 'University of South Florida, USF, global research university, public university, Tampa, Sarasota-Manatee, St. Petersburg, Bulls,'
- 'Author': 'University of South Florida'
Under 'Custom Settings', there is one field:
- 'Content Title': 'Overview'
Below the 'Content Title' field, the text 'Content title' is displayed.

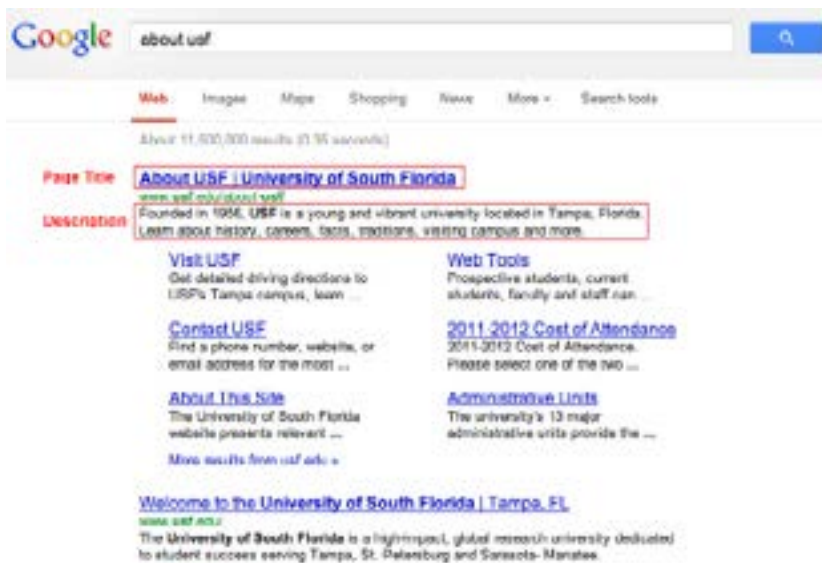
3. Click **Save**.
4. From the Publish drop down menu, select which action is appropriate for your permission level/workflow (Publish, Schedule, Submit for Approval, etc.).

Examples of where this information will appear:

- **Title** – this is the word or phrase that appears on the tab in an Internet browser, at the top of an Internet browser window, and on an Internet search result page. For more information, please see the Search Engine Optimization section of the CMS User Guide.



- **Description** – this is the text that can appear below the page title in the search results page. For more information, please see the Search Engine Optimization section of the CMS User Guide.



- **Keywords** - while search engines do not use keywords any longer, we still recommend adding some in this area. This could be helpful for the CMS internal search functionality.
- **Content Title** – this is the word or phrase that appears above the content on your secondary pages.

