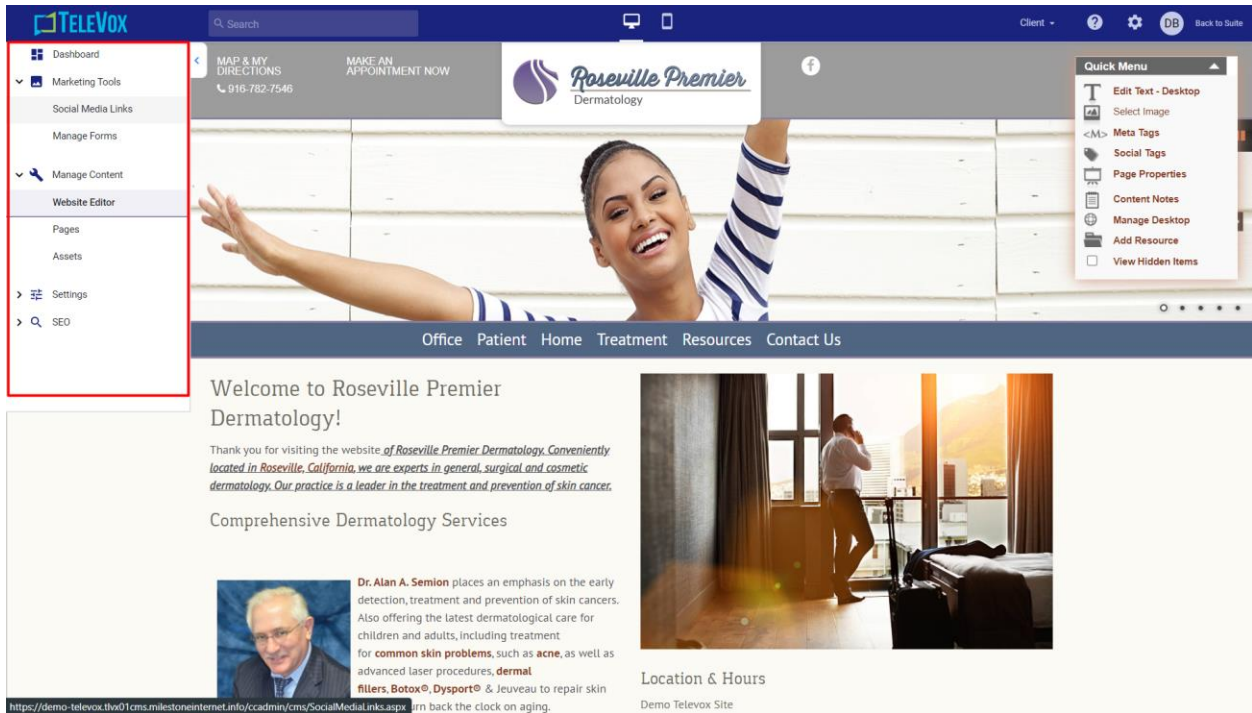
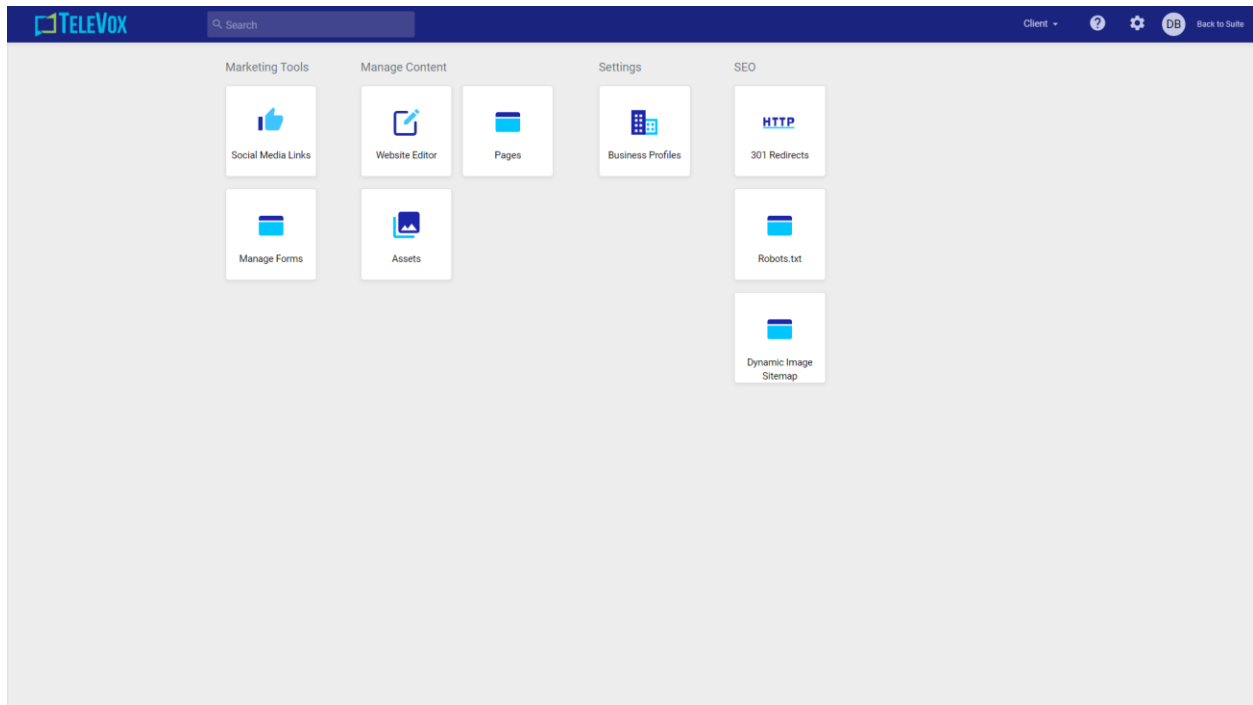


The left navigation panel on the CMS allows you to quickly navigate to various sections of the CMS to make edits and change configurations for your website. Let's take a look at the functionality offered here.



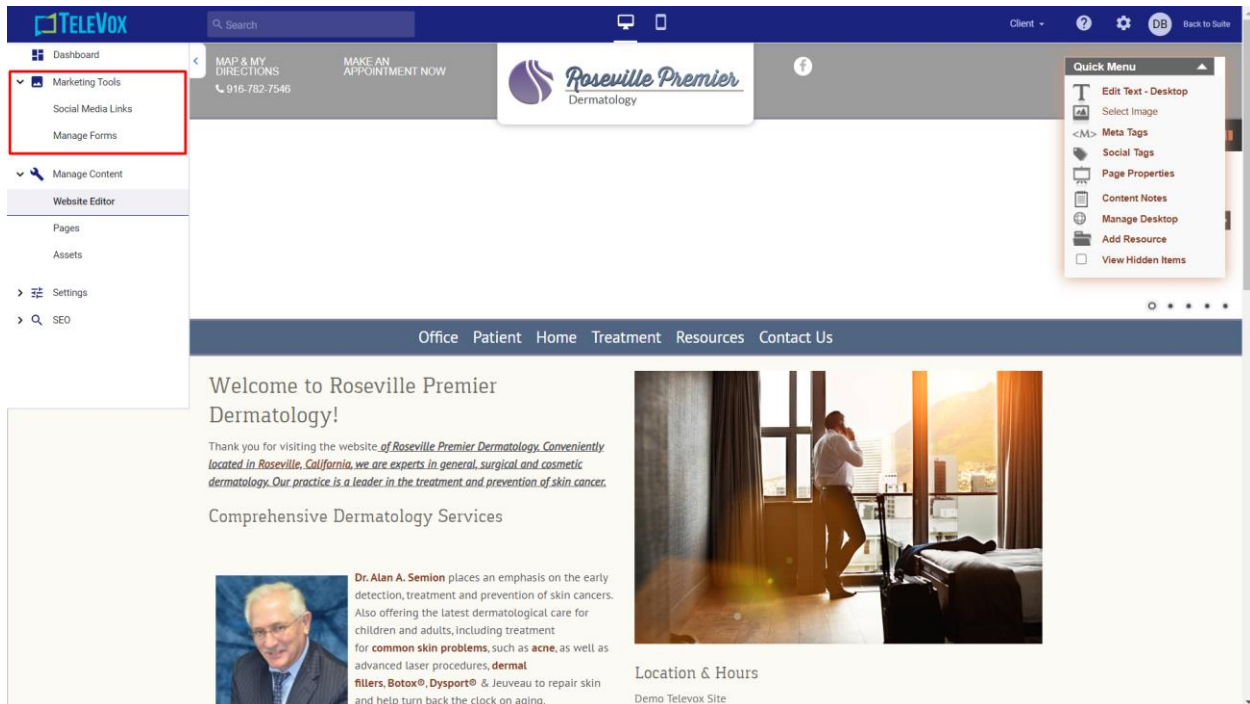
## Dashboard

Clicking on 'Dashboard' in the left navigation panel will take you back to the CMS dashboard and exit from the website editor. The CMS Dashboard is divided into four sections:



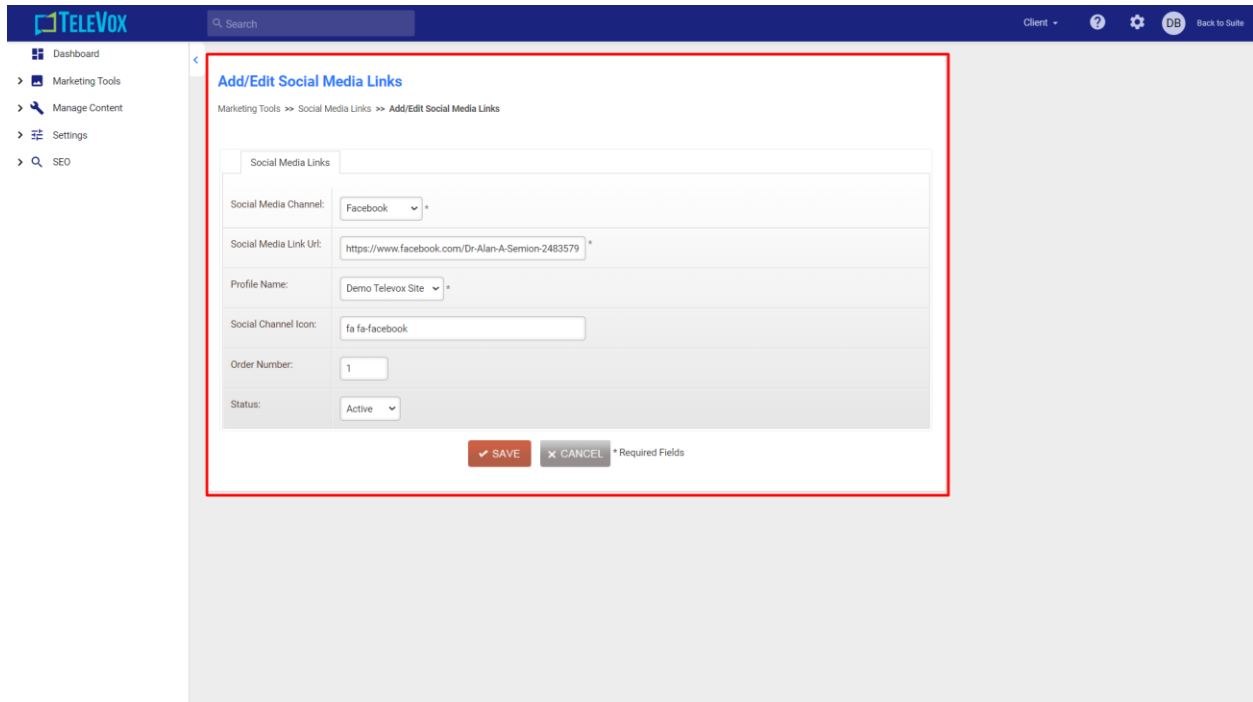
## Marketing Tools

This section helps you manage all the marketing elements on your website like social media links, and forms.



## Social Media Links

The Social Media Links section lets you update the links for your social media accounts and add the appropriate social media icons to the page.



The screenshot shows the 'Add/Edit Social Media Links' form within the TeleVOX dashboard. The form is titled 'Add/Edit Social Media Links' and is located under the 'Marketing Tools >> Social Media Links >> Add/Edit Social Media Links' breadcrumb. The form fields are as follows:

- Social Media Channel:** A dropdown menu with 'Facebook' selected.
- Social Media Link Url:** A text input field containing 'https://www.facebook.com/Dr-Alan-A-Semion-2483579'.
- Profile Name:** A dropdown menu with 'Demo Televox Site' selected.
- Social Channel Icon:** A text input field containing 'fa fa-facebook'.
- Order Number:** A text input field containing '1'.
- Status:** A dropdown menu with 'Active' selected.

At the bottom of the form, there are two buttons: 'SAVE' (with a checkmark icon) and 'CANCEL' (with an 'X' icon). To the right of these buttons is the text '\* Required Fields'.

## Manage Forms

The Manage Forms section is designed to give you full control over forms that are present on your website. Here you can edit existing forms, view and edit the HTML, and edit the email triggers for the sender as well as the recipient.

**Form List**  
Marketing Tools >> Form List

Search: Form Name  **SEARCH**

<input type="checkbox"/>	Form Name	Subject	Email	Confirmation	Form Id	Keyword	Group/Lead	View HTML	Edit HTML	Settings
<input type="checkbox"/>	Appointment Request	Appointment Request	To:apama@milestonerinet.com	None	45170	%/dform-appointment-request%/	No			

Page 1 of 1    50    View 1 - 1 of 1

## Manage Content

The manage content section can be used to manage all content across your website, this includes the Website Editor that can be used to manage content on your website, the Pages section allows you to view all the pages within the website and update page configurations, the Assets section allows you to manage the media assets that are in use across the website.

**TELEVOX**    Search    Client    ?    ⚙️    DB    Back to Suite

- Dashboard
- Marketing Tools
  - Social Media Links
  - Manage Forms
- Manage Content (highlighted)
  - Website Editor
  - Pages
  - Assets
- Settings
- SEO

MAP & MY DIRECTIONS    MAKE AN APPOINTMENT NOW    916-782-7546  
**Roseville Premier Dermatology**

Office   Patient   Home   Treatment   Resources   Contact Us

**Quick Menu**

- Edit Text - Desktop
- Select Image
- Meta Tags
- Social Tags
- Page Properties
- Content Notes
- Manage Desktop
- Add Resource
- View Hidden Items

Welcome to Roseville Premier Dermatology!

Thank you for visiting the website of *Roseville Premier Dermatology*. Conveniently located in Roseville, California, we are experts in general, surgical and cosmetic dermatology. Our practice is a leader in the treatment and prevention of skin cancer.

Comprehensive Dermatology Services

**Dr. Alan A. Semion** places an emphasis on the early detection, treatment and prevention of skin cancers. Also offering the latest dermatological care for children and adults, including treatment for common skin problems, such as **acne**, as well as

## Website Editor

The Website Editor allows you to manage the content on your page using editable content blocks. To edit a section of the page hover over the section and click on the edit icon. Depending on the data within the content block your editing options will defer.

The screenshot displays the TeleVox Website Editor interface for the Roseville Premier Dermatology website. The top navigation bar includes the TeleVox logo, a search bar, and utility icons for Client, help, settings, and database. Below the navigation bar, there are buttons for 'MAP & MY DIRECTIONS' and 'MAKE AN APPOINTMENT NOW', along with the Roseville Premier Dermatology logo and a Facebook icon. A 'Quick Menu' is visible on the right side, listing options such as 'Edit Text - Desktop', 'Select Image', 'Meta Tags', 'Social Tags', 'Page Properties', 'Content Notes', 'Manage Desktop', 'Add Resource', and 'View Hidden Items'. The main content area features a large image of a woman applying cream to her face. Below this image is a navigation menu with links for 'Office', 'Patient', 'Home', 'Treatment', 'Resources', and 'Contact Us'. The main content block includes a 'Welcome to Roseville Premier Dermatology!' heading, a paragraph of text with an 'Edit' icon highlighted in a red box, and a section for 'Comprehensive Dermatology Services' featuring a photo of Dr. Alan A. Semion and a list of services. To the right, there is a 'Location & Hours' section with a photo of a person in a room and the text 'Demo Televox Site'.

## Pages

The Pages section allows you to view all the pages on your website and make edits to them. The filtering options and the search bar to the top of this section helps you quickly navigate to specific pages. You can also add new pages and clone pages from this section.

**TELEVOX** Search Client ? Settings DB Back to Suite

Dashboard  
Marketing Tools  
Manage Content  
Website Editor  
Pages  
Assets  
Settings  
SEO

**All Pages**  
Manage Content > All Pages [Add / Manage Languages](#) [Show Page Statistics](#)

Need to Write Content	Need Revision	Pending Approval	Published / Active	Inactive	Total Pages in Website
-	-	-	36	-	36

Search By: Page Name Contain: Search

Quick Filtering Option:

ModuleName: Please select  
Navigation: All

Module Page  
 Client Accessible  
 Exclude from Search feature  
 InActive

No Follow, No Index  
 PPC Page  
 Mobile Version  
 Events Page Only

Snippet Only  
 Show in Dynamic Footer Links  
 Apply Password Protected Feature

[Add New](#) [Clone](#) [Unlock Content To Edit](#) [Publish Pages](#) [Export To: Excel](#)

Page Name	Page Alias	Navigation	Workflow Stage	Edit
<input type="checkbox"/> Home		Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Contact Us	contact-us	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Office	office/office	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Patient	patient/patient	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Treatment	treatment/treatment	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Our Staff	office/our-staff	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Office Policies & Mission	office/office-policies-mission	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Map & Directions	office/map-directions	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Appointment Request	office/appointment-request	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> About Our Doctor	office/about-our-doctor	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> First Visit	patient/first-visit	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> FAQ	patient/faq	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Patient Forms	patient/patient-forms	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Pre & Post Op Care	patient/pre-post-op-care	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Skin Care Tips	patient/skin-care-tips	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Common Skin Conditions	patient/common-skin-conditions	Primary Navigation	✓	<a href="#">Edit</a>
<input type="checkbox"/> Goals & Benefits	treatment/goals-benefits	Primary Navigation	✓	<a href="#">Edit</a>







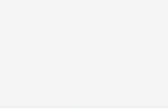
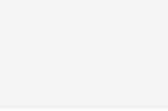


## Assets

The Assets section lets you manage the media assets on your website. Here you can upload and organize assets to be used on your website. The search bar and folder dropdown options allow you to quickly locate assets.

**TELEVOX** Search Client ? Settings DB Back to Suite

Dashboard  
Marketing Tools  
Manage Content  
Website Editor  
Pages  
Assets  
Settings  
SEO

**Assets**  
Asset Title Search All [Export All](#) [Add Asset](#)

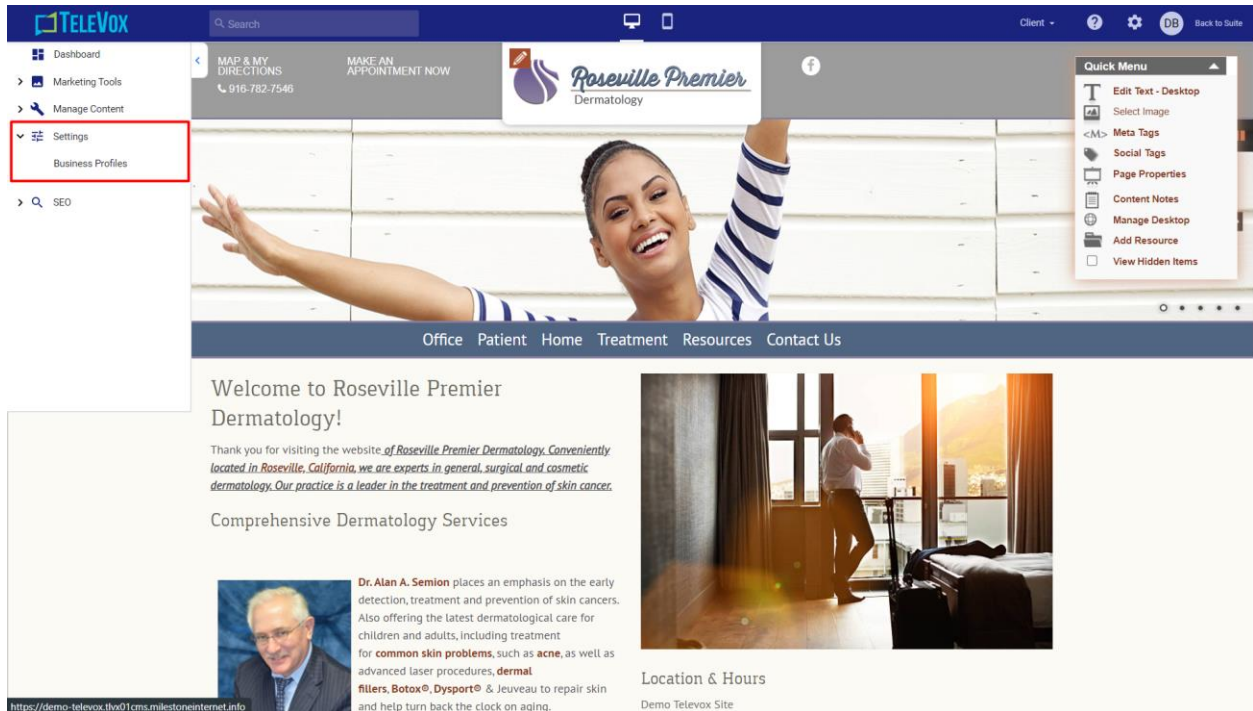
 <input type="checkbox"/> My new image other-images jpg	 <input type="checkbox"/> Demo Image Resource Demo Resource Name jpg	 <input type="checkbox"/> Image coming soon other-images jpg	 <input type="checkbox"/> test other-images jpg	 <input type="checkbox"/> google-maps-pin other-images svg
 <input type="checkbox"/> favicon other-images png	 <input type="checkbox"/> pts55f-webfont fonts svg	 <input type="checkbox"/> pts75f-webfont fonts svg	 <input type="checkbox"/> pts75f-webfont fonts ttf	 <input type="checkbox"/> pts56f-webfont fonts ttf

Show rows: 10 1-10 of 63 Page 1 of 7 [Prev](#) [Next](#)



## Settings

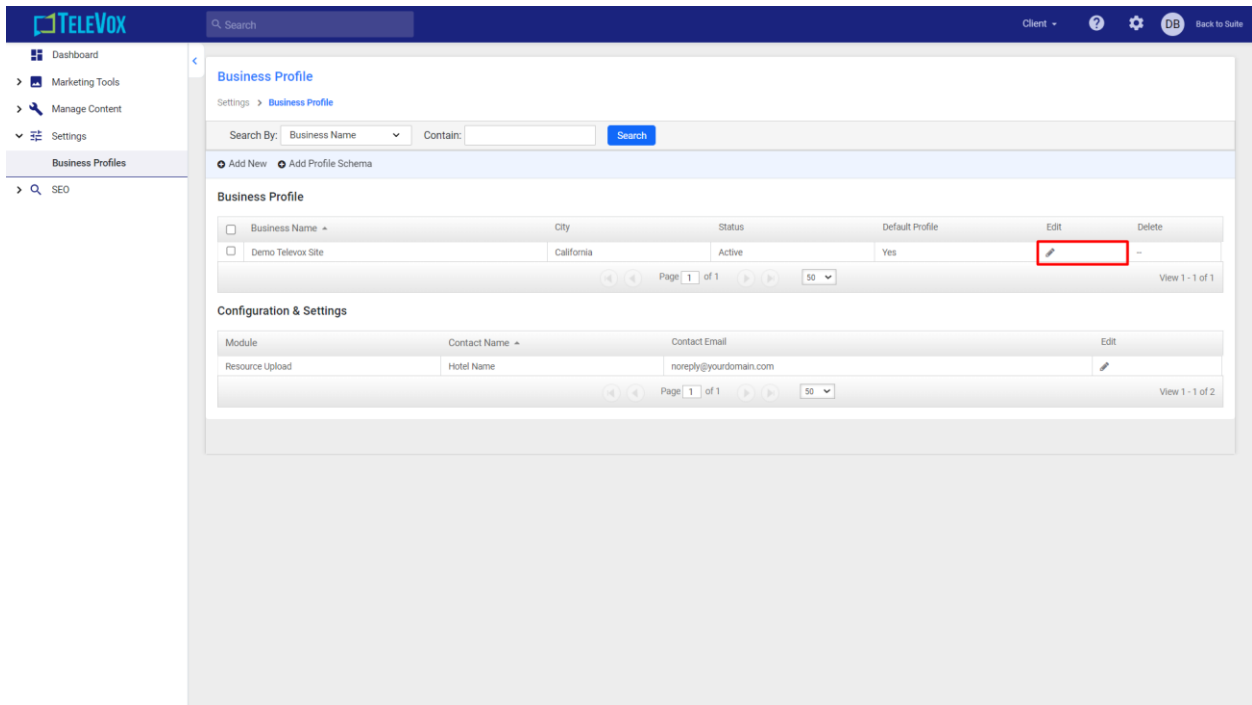
The Settings section allows you to manage your business profile settings. Here you can update business profile details and additional information like amenities, social media configurations, and much more.



The screenshot displays the TeleVox CMS interface. On the left, a navigation menu lists 'Dashboard', 'Marketing Tools', 'Manage Content', 'Settings', and 'SEO'. The 'Settings' option is highlighted with a red box, and its sub-menu 'Business Profiles' is visible. The main content area shows a website preview for 'Roseville Premier Dermatology'. The preview includes a header with the logo, a navigation bar with links like 'Office', 'Patient', 'Home', 'Treatment', 'Resources', and 'Contact Us', and a main content area with a welcome message, a photo of Dr. Alan A. Semion, and a 'Location & Hours' section. A 'Quick Menu' is visible on the right side of the preview, containing options like 'Edit Text - Desktop', 'Select Image', 'Meta Tags', 'Social Tags', 'Page Properties', 'Content Notes', 'Manage Desktop', 'Add Resource', and 'View Hidden Items'.

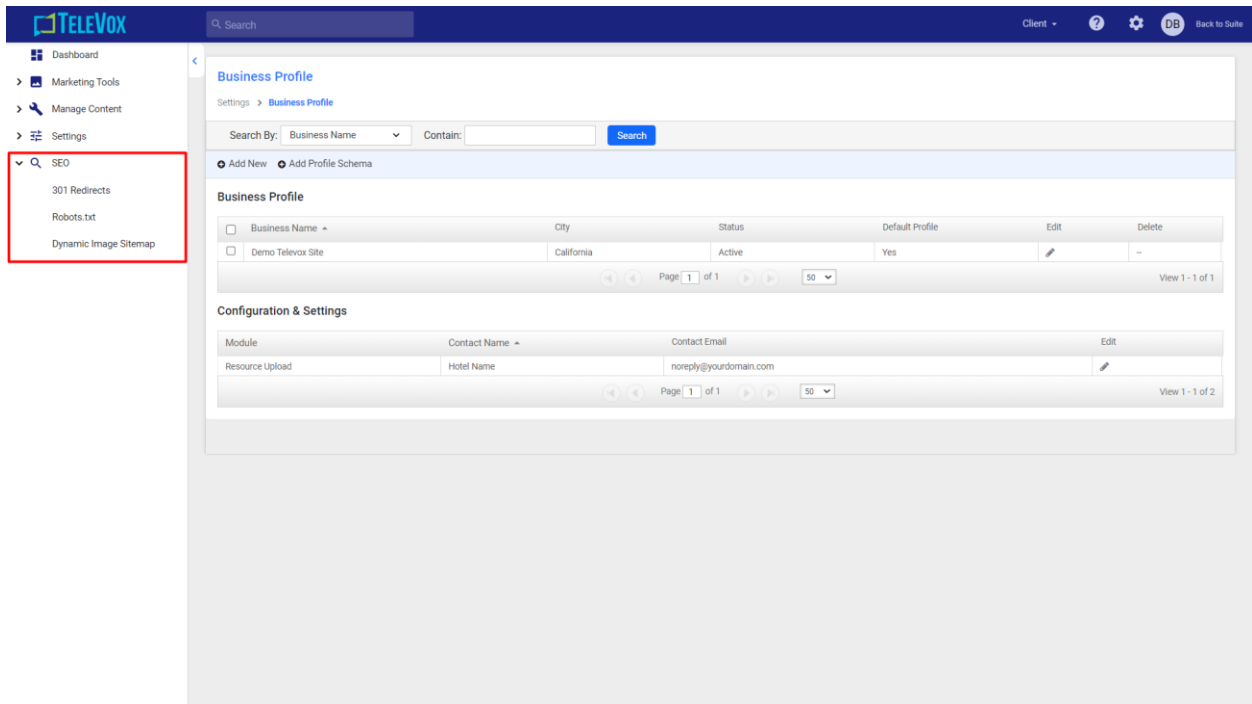
## Business Profiles

The Business Profiles section lets you control your business profile information. By clicking on the 'Edit' icon you can update basic profile information, upload photos for the business profile like logos, hero images, etc., Facebook configurations, amenities offered and profile snippets that will appear on search.



## SEO

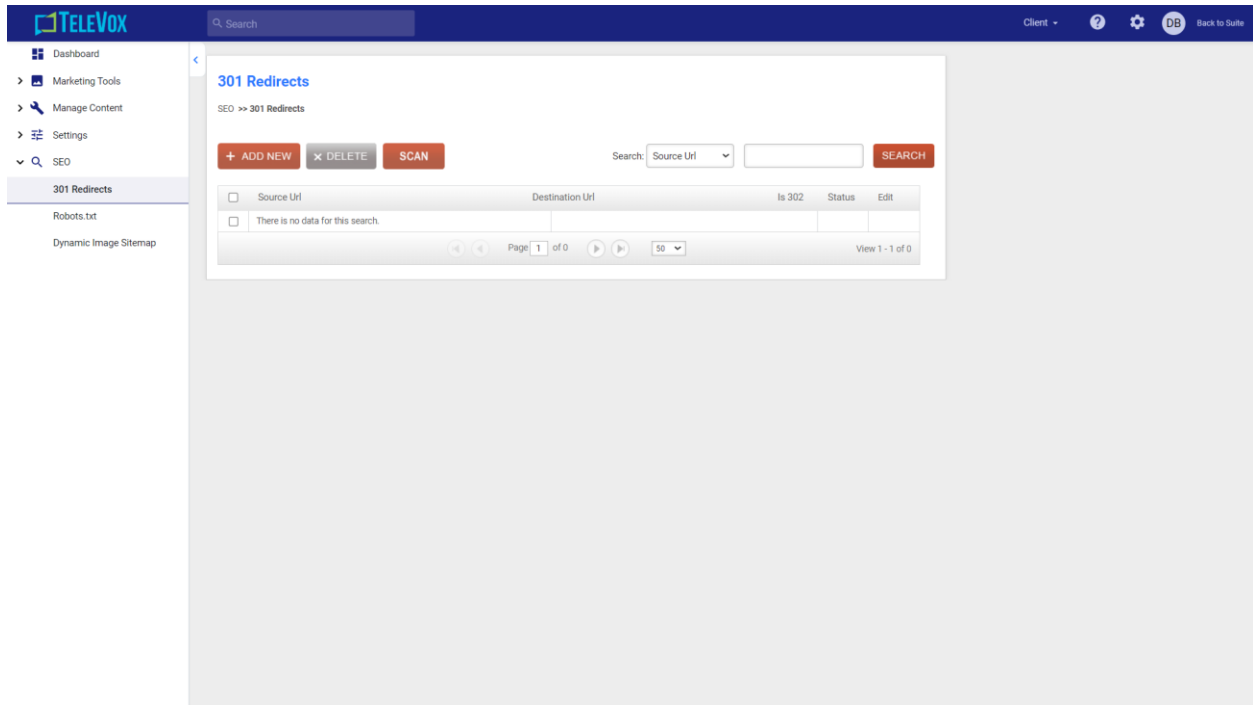
The SEO section of the Dashboard is used to control various aspects of your pages' SEO like 301 redirects, Robots.txt and setting up Dynamic Image Sitemaps.





## 301 Redirects

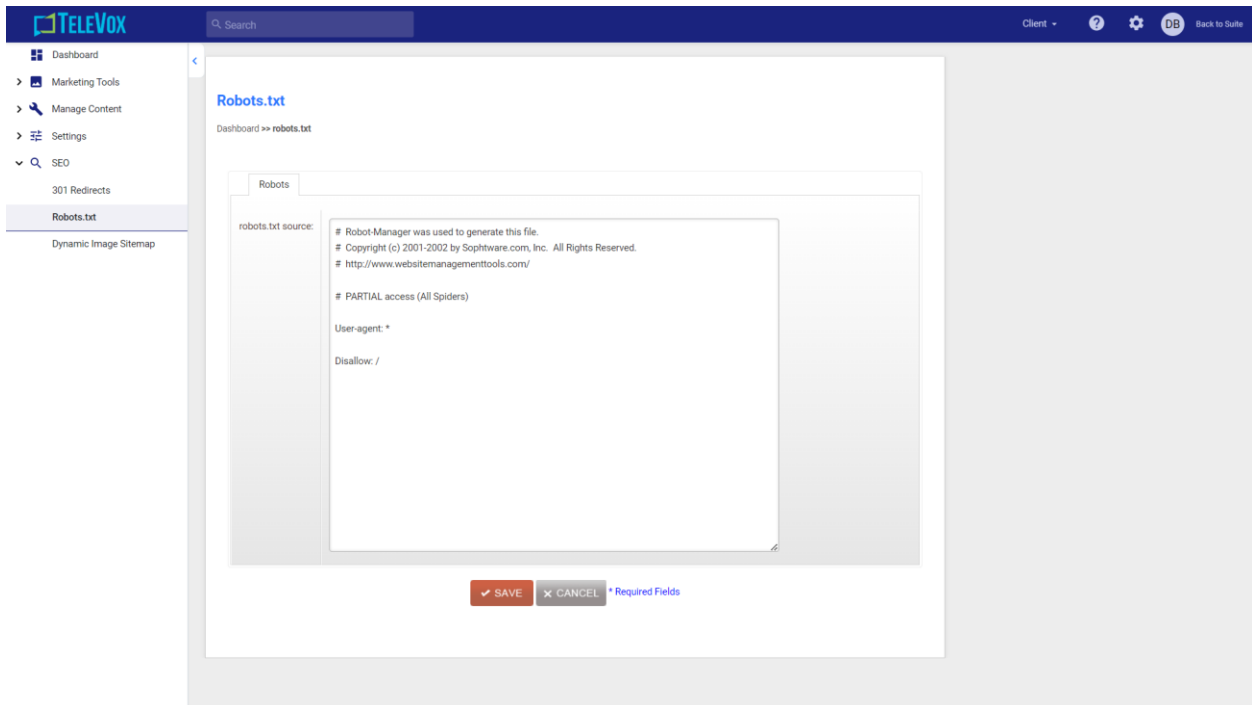
301 signals a permanent redirect from one URL to another, meaning all users that request an old URL will be automatically sent to a new URL. A 301 redirect passes all ranking power from the old URL to the new URL and is most commonly used when a page has been permanently moved or removed from a website. In this section you can add a new URL for 301 redirects, delete URLs that have 301 redirects and scan pages for 301 redirects.



The screenshot displays the TeleVOX dashboard interface. The top navigation bar includes the TeleVOX logo, a search bar, and user information (Client, ? icon, gear icon, DB icon, and Back to Suite link). The left sidebar contains a menu with items: Dashboard, Marketing Tools, Manage Content, Settings, SEO, 301 Redirects (highlighted), Robots.txt, and Dynamic Image Sitemap. The main content area is titled "301 Redirects" and shows a sub-section "SEO >> 301 Redirects". It features three action buttons: "+ ADD NEW", "X DELETE", and "SCAN". A search bar is present with a dropdown menu set to "Source Url" and a "SEARCH" button. Below the search bar is a table with columns: Source Url, Destination Url, Is 301, Status, and Edit. The table contains one row with the text "There is no data for this search." and a pagination bar at the bottom indicating "Page 1 of 0" and "View 1 - 1 of 0".

## Robots.txt

A robots.txt file tells search engine crawlers which URLs the crawler can access on your site. This is used mainly to avoid overloading your site with requests; it is not a mechanism for keeping a web page out of Google. To keep a web page out of Google, block indexing with noindex or password-protect the page. In this section you can view the robots.txt source and edit it.



## Dynamic Image Sitemap

A dynamic sitemap is an XML sitemap that is automatically generated whenever a person or bot visits the sitemap's URL. A dynamic sitemap is preferred over a static sitemap because it better reflects the links on a site.

