Here is how you can clone pages on the CMS.

Step 1: Click on 'Pages' in the left navigation panel.



Step 2: Select the page you want to clone by using the checkbox.

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				Patient		patient/pa	tient		Primary Navigation				(9	di s	
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				Appointment Request		office/app	ointment-request		Primary Navigation					9		
				About Our Doctor		office/abo	ut-our-doctor		Primary Navigation				(9	A	
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				FAQ		patient/fa	9		Primary Navigation				(9	1	
				Patient Forms		patient/pa	tient-forms		Primary Navigation					9	1	
				Pre & Post Op Care		patient/pr	e-post-op-care	patient	t/patient-forms ary Navigation				(9	1	
				Skin Care Tips		patient/sk	in-care-tips		Primary Navigation				(9	1	
				Common Skin Conditions		patient/co	mmon-skin-conditions		Primary Navigation				(9	ø	
				Gnale & Renefite		treatment	(nnale-henefite		Drimary Navination					•	A	

Step 3: Click on 'Clone' to the top of the page list section.

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		Office	offic	e/office	Primary Navigation			0		ø
		Patient	patie	ent/patient	Primary Navigation			0		di seconda de la constante de
		Treatment	treat	ment/treatment	Primary Navigation			0		1
		 Our Staff 	offic	e/our-staff	Primary Navigation			0		ø
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Step 4: Once the page is cloned successfully you will be prompted and given the option to open the cloned page.

TELEVOX	Q. Search			Client - 😢 🌣 📴 Back to Suite
Dashboard	8			
> 🔜 Marketing Tools	All Pages	Clone Page	×	
👻 🔧 Manage Content	Manage Content > All Pages		⊕ Add / Ma	nage Languages
Website Editor	Need to Write Content	Page cloned successfully. Do you want to open Our Staff Copy 1?	Inactive	iotal Pages in Website
Pages	•		Yes Cancel + :	16
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	O Add New D Clone 🔒 Unlock Conte	nt To Edit 🛓 Publish Pages 🛓 Export To: Excel 👻		
	Page Name	Page Alias	Navigation	Workflow Stage Edit
	Home Home		Primary Navigation	0 /
	Contact Us	contact-us	Primary Navigation	0 /
	C Office	office/office	Primary Navigation	0 /
	Patient	patient/patient	Primary Navigation	0 /
	Treatment	treatment/treatment	Primary Navigation	0 /
	Our Staff	office/our-staff	Primary Navigation	0 /
	Office Policies & Mission	office/office-policies-mission	Primary Navigation	0 /
	Map & Directions	office/map-directions	Primary Navigation	0 /
	Appointment Request	office/appointment-request	Primary Navigation	0 /
	About Our Doctor	office/about-our-doctor	Primary Navigation	0 /
	First Visit	patient/first-visit	Primary Navigation	0 /
	CI FAQ	patient/faq	Primary Navigation	0 /
	Patient Forms	patient/patient-forms	Primary Navigation	0 /
	Pre & Post Op Care	patient/pre-post-op-care	Primary Navigation	0 /
	Skin Care Tips	patient/skin-care-tips	Primary Navigation	0 /
	Common Skin Conditions	patient/common-skin-conditions	Primary Navigation	0 /
	Goale & Repetite	treatment/male.herefite	Drimany Maximation	D (

If you choose not to open the cloned page it will appear at the bottom of the page list.

F	1TELEVOX	Q S	earch			Client -	0 K	Back to Suite
55	Dashboard	C	Map & Directions	office/map-directions	Primary Navigation		0	1
		C	Appointment Request	office/appointment-request	Primary Navigation		0	1
> 🖬	Marketing Tools	C	About Our Doctor	office/about-our-doctor	Primary Navigation		0	1
~ 4	Manage Content	0] First Visit	patient/first-visit	Primary Navigation		0	1
	Website Editor	C) FAQ	patient/faq	Primary Navigation		0	1
		0] Patient Forms	patient/patient-forms	Primary Navigation		0	1
	Pages	C	Pre & Post Op Care	patient/pre-post-op-care	Primary Navigation		0	1
	Assets	C	Skin Care Tips	patient/skin-care-tips	Primary Navigation		0	1
> 75	Sattings	C	Common Skin Conditions	patient/common-skin-conditions	Primary Navigation		0	1
	Gerringe	0] Goals & Benefits	treatment/goals-benefits	Primary Navigation		0	1
> 9	SEO	0	Acne Treatments	treatment/acne-treatments	Primary Navigation		0	1
		0] Dermatopathology	treatment/dermatopathology	Primary Navigation		0	1
		C) Sclerotherapy	treatment/scierotherapy	Primary Navigation		0	1
		0) Dermal Fillers	treatment/dermal-fillers	Primary Navigation		0	1
		C	Botox	treatment/botox	Primary Navigation		0	
		C	Dysport	treatment/dysport	Primary Navigation		0	1
		C	Chemical Peels	treatment/chemical-peels	Primary Navigation		0	1
		0) Micro-Needling	treatment/micro-needling	Primary Navigation		0	1
		0) Resources	resources/resources	Primary Navigation		0	1
		0] Links	resources/links	Primary Navigation		0	1
		C	Alle Rewards	resources/alle-rewards	Primary Navigation		0	1
		0	Aspire Program	resources/aspire-program	Primary Navigation		0	1
		C	Brilliant Distinctions	resources/brilliant-distinctions	Primary Navigation		0	1
		C	Contact Us Copy 1	contact-us-copy-1	Primary Navigation		0	1
		C	First Visit Copy 1	patient/first-visit-copy-1	Primary Navigation		0	1
		C	Brilliant Distinctions Copy 1	resources/brilliant-distinctions-copy-1	Primary Navigation		0	1
		0) my fun page	office/my-fun-page	Primary Navigation		0	1
		C	Office Policies & Mission Copy 1	office/office-policies-mission-copy-1	Primary Navigation		0	1
		0	Contact Us Copy 2	contact-us-copy-2	Primary Navigation		0	1
			Our Staff Copy 1	office/our-staff-copy-1	Primary Navigation		0	1
				Page 1 of 1	50 🗸			View 1 - 37 of 37

Clicking on the page name will open the page.

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Dashboard	Map & Directions	office/map-directions	Primary Navigation	0	1
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mancing roos	About Our Doctor	office/about-our-doctor	Primary Navigation	0	1
Manage Content	First Visit	patient/first-visit	Primary Navigation	0	1
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Settings	Common Skin Conditions	patient/common-skin-conditions	Primary Navigation	0	1
octango	Goals & Benefits	treatment/goals-benefits	Primary Navigation	0	1
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	Dermatopathology	treatment/dermatopathology	Primary Navigation	0	1
	Sclerotherapy	treatment/sclerotherapy	Primary Navigation	0	1
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	Botox	treatment/botox	Primary Navigation	0	1
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	Contact Us Copy 1	contact-us-copy-1	Primary Navigation	0	1
	First Visit Copy 1	patient/first-visit-copv-1	Primary Navigation	0	1
	Brilliant Distinctions Copy 1	resources/brilliant-distinctions-copy-1	Primary Navigation	0	1
	my fun page	office/my-fun-page	Primary Navigation	0	1
	Office Policies & Mission Copy 1	office/office-policies-mission-copy-1	Primary Navigation	0	1
	Contact Us Copy 2	contact-us-copy-2	Primary Navigation	0	1
	Our Staff Copy 1	office/our-staff-copy-1	Primary Navigation	0	1
		Page 1 of 1	50 🗸		View 1 - 37 of 3

Clicking on the edit icon corresponding to it will open the cloned page on the website editor to make changes.

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Dashboard	0	Map & Directions	office/map-directions	Primary Navigation	0	1
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Marketing Tools		About Our Doctor	office/about-our-doctor	Primary Navigation	0	1
🔧 Manage Content		First Visit	patient/first-visit	Primary Navigation	0	1
Website Editor		FAQ	patient/faq	Primary Navigation	0	1
	0	Patient Forms	patient/patient-forms	Primary Navigation	0	1
Pages	0	Pre & Post Op Care	patient/pre-post-op-care	Primary Navigation	0	1
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		Sclerotherapy	treatment/sclerotherapy	Primary Navigation	0	1
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	0	Botox	treatment/botox	Primary Navigation	0	1
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	0	Brilliant Distinctions	resources/brilliant-distinctions	Primary Navigation	0	1
	0	Contact Us Copy 1	contact-us-copy-1	Primary Navigation	0	1
	0	First Visit Copy 1	patient/first-visit-copy-1	Primary Navigation	0	1
	0	Brilliant Distinctions Copy 1	resources/brilliant-distinctions-copy-1	Primary Navigation	0	1
		my fun page	office/my-fun-page	Primary Navigation	0	1
		Office Policies & Mission Copy 1	office/office-policies-mission-copy-1	Primary Navigation	0	1
		Contact Us Copy 2	contact-us-copy-2	Primary Navigation	0	1
	0	Our Staff Copy 1	office/our-staff-copy-1	Primary Navigation	٥	1
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Website Editor View

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	Sections OFFICE HOME RESOURCES	PATIENT TREATMENT CONTACT US	Connect With Us f f	реня NIA, AK 112233 PHONE 123-456-7890 ЕНАЦІ. DR SZMIONQR 2024 & AJAL RO	D TELEVOX SITE RSEMION.COM HTS RESERVED			