Add a Page

1. Navigate to the home page of the site where you want to add a page.
2. Click on “Site Actions” menu in the ribbon bar, and then click the “New Page” item.
3. Enter the name of the page in the “New page name:” textbox. **Note:** Avoid using spaces or any punctuation in page names. Upper and lower case letters are valid (e.g. “MyPage”).
4. Click the [Create] button.
5. The new page will be displayed in edit mode. To edit the page, see the [Edit a Page tutorial].