USER GUIDE

GOVERNOR'S GOALS
9/25/2019

1. INTRODUCTION

The Governor's Goals webpart was created to allow agency's to display their initiatives and how they align to the Governor's overall goals.

2. TURNING ON GOVERNOR'S GOALS

2.1. Login to your respected AUTH website (e.g.: https://auth-agency.pa.egov.com/sites/dcnr/Pages/default.aspx),

    2.1.1. Click ⚙

    2.1.2. Click "Site settings"

    2.1.3. Under Site Actions, Click "Manage site features"

        2.1.3.1. Activate "PA.SPEnterprise.Governorgoals List Feature"

3. ADDING ITEMS TO GOVERNOR'S GOALS LIST

3.1. Click ⚙

3.2. Click "Site contents"

3.3. Find the list called Governor's Goals

    3.3.1. Click ⊕ new item

    3.3.2. Fill out the form:

Title *	[ ]
LinkURL *	Type the Web address: (Click here to test)
	http://
	Type the description:
	[ ]
SortOrder *	[ ]
Icon *	fa-500px ▼
Summary	[ ]
Category *	▼
	Save Cancel

    3.3.3. Click Save

    3.3.4. Repeat for all items needed to add to the list (limited to 4 items)

    3.3.5. **NOTE:** Summary is max 200 characters