

Flexible Content

Dashboard: www.cityofmadison.com/user

Flexible Content is used to manage content that is displayed on multiple pages without the need to recreate that content each time. It is also used to create stylized design elements to be used on one or more pages.

Editing Flexible Content

Remember that Flexible Content may be placed in multiple locations, so any edits you make to a piece of Flexible Content will affect all other pages this content is used on. At the top of the Edit page, you will see a list of the pages (or other content) that uses that piece of Flexible Content:

This content appears on the following pages:

Jobs - Benefits page	View Page	Edit Page
----------------------	-----------	-----------

Click "View Page" to review whether the changes you'd like to make will be acceptable on each page.

If another agency is using your content, remember to notify the agency of any significant changes.

There are two ways for you to edit Flexible Content: *Edit via User Dashboard* or *Edit via Actions Gear*.

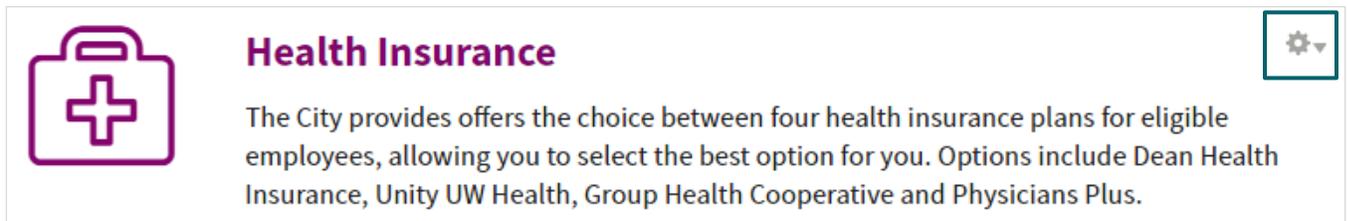
Edit via User Dashboard

1. Select "**Manage**" next to **Flexible Content**.
2. Locate the piece of Flexible Content that you would like to edit, and click "**Edit**" on the right side of the page.

Edit via Actions Gear

When you are logged in and viewing a page, you can edit Flexible Content directly.

1. Hover over the Flexible Content. The **Actions Gear** will appear in the top right corner of the content.

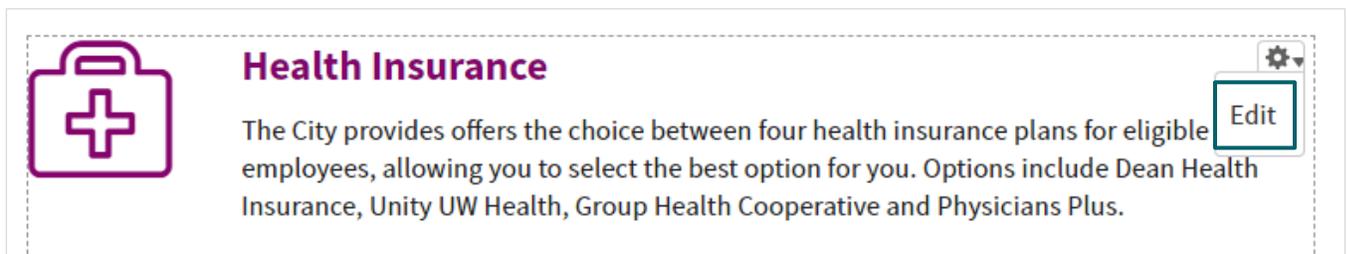


 **Health Insurance**

The City provides offers the choice between four health insurance plans for eligible employees, allowing you to select the best option for you. Options include Dean Health Insurance, Unity UW Health, Group Health Cooperative and Physicians Plus.



2. Click on the **Actions Gear**, and select "**Edit**".



 **Health Insurance**

The City provides offers the choice between four health insurance plans for eligible employees, allowing you to select the best option for you. Options include Dean Health Insurance, Unity UW Health, Group Health Cooperative and Physicians Plus.

 **Edit**

Flexible Content: Text

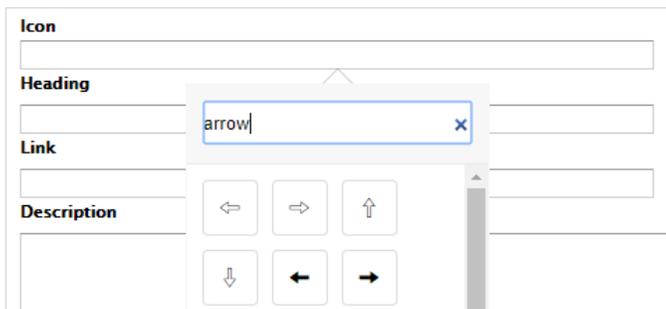
Text is used for textual content with WYSIWYG editor (Pages Toolbar). You can use Flexible Content: Text to manage content that is displayed in multiple locations, and only have to edit it in one place.

1. Add or edit content in the same way you would when editing content on a **Page**.
2. When you are finished, click “**Save**”.

Flexible Content: List

List is used to manage content that is presented in one of many List Displays.

1. Add or edit content for each list items. **Not all List Displays use all fields.** If a field is blank, the chosen List Display Mode may not use it. See **List Displays** below to view each display and the fields it uses.
 - a. **Icon:** Place your cursor in the Icon field. This will display the icon search tool. Enter a keyword to filter the list of available icons. When you find an icon you’d like to use, click the icon to select it.



- b. **Heading:** Enter a Heading for this list item.
 - c. **Link:** Enter a URL. The Heading and Icon (if entered) will link to this URL.
 - d. **Description:** Enter a sentence or short paragraph of text.
2. Click “**Add More**” to add additional list items.

Add more

3. When you are finished, click “**Save**”.

Flexible Content: Timeline

Timeline is used to manage a timeline of checkpoints for current or upcoming projects.

1. Edit content for these fields for each timeline checkpoint.
 - a. **Heading:** Enter a short title of the checkpoint (1-3 words).
 - b. **Link (optional):** Enter a URL. The Heading will link to this URL.
 - c. **Description:** Enter short line of text for the checkpoint date or duration. For example, “Apr. 3 – Apr. 16”.
 - d. **Status:** Select “**Completed**”, “**In Progress**”, or “**Upcoming**”.

2. Click “**Add More**” to add additional list items.

Add more

3. When you are finished, click “**Save**”.

Contact:

Requests: Eric Olson, eeolson@cityofmadison.com

Technical issues: HelpDesk, helpdesk@cityofmadison.com

List Displays

Description List Vertical

Displayed fields: Heading, Link (optional), and Description.

Description Heading

Description body text. Etiam porta sem malesuada magna mollis euismod.

Lorem Ipsum Dolor sit Amet

Sed id ligula ac metus fermentum rutrum at non augue.

Vestibulum Ipsum

Primis in faucibus orci luctus et ultrices posuere cubilia Curae; Duis at suscipit augue. Sed finibus nisl a lectus vehicula auctor.

Ut Quis Dapibus Elit

Pellentesque interdum accumsan erat, et efficitur mi tincidunt et. Sed vel lectus diam. Duis pulvinar augue eget est dapibus, vitae molestie turpis iaculis. Mauris varius tempor diam, eget dictum eros facilisis in.

Proin Interdum

Phasellus convallis non arcu id fermentum. Nulla semper nulla at magna elementum, eget porta tempor. Duis sodales blandit orci.

Description List Horizontal

Displayed fields: Heading, Link (optional), and Description.

Description Heading

Description body text. Etiam porta sem malesuada magna mollis euismod.

Lorem Ipsum Dolor sit Amet

Sed id ligula ac metus fermentum rutrum at non augue.

Vestibulum Ipsum

Primis in faucibus orci luctus et ultrices posuere cubilia Curae; Duis at suscipit augue. Sed finibus nisl a lectus vehicula auctor.

Ut Quis Dapibus Elit

Pellentesque interdum accumsan erat, et efficitur mi tincidunt et. Sed vel lectus diam. Duis pulvinar augue eget est dapibus, vitae molestie turpis iaculis. Mauris varius tempor diam, eget dictum eros facilisis in.

Proin Interdum

Phasellus convallis non arcu id fermentum. Nulla semper nulla at magna elementum, eget porta tempor. Duis sodales blandit orci.

Icon List

Displayed fields: Icon, Heading, and Link.



Upcoming Elections



Register to Vote



Where Do I Vote?



Volunteer to be an Election Official

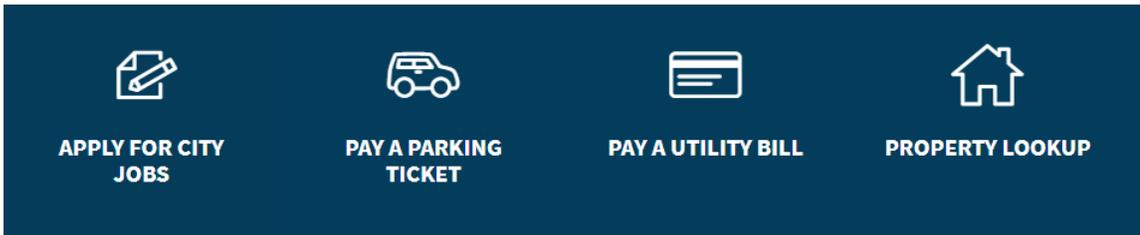
Icon List Grid

Displayed fields: Icon, Heading, and Link.



Icon List Grid Dark

Displayed fields: Icon, Heading, and Link.



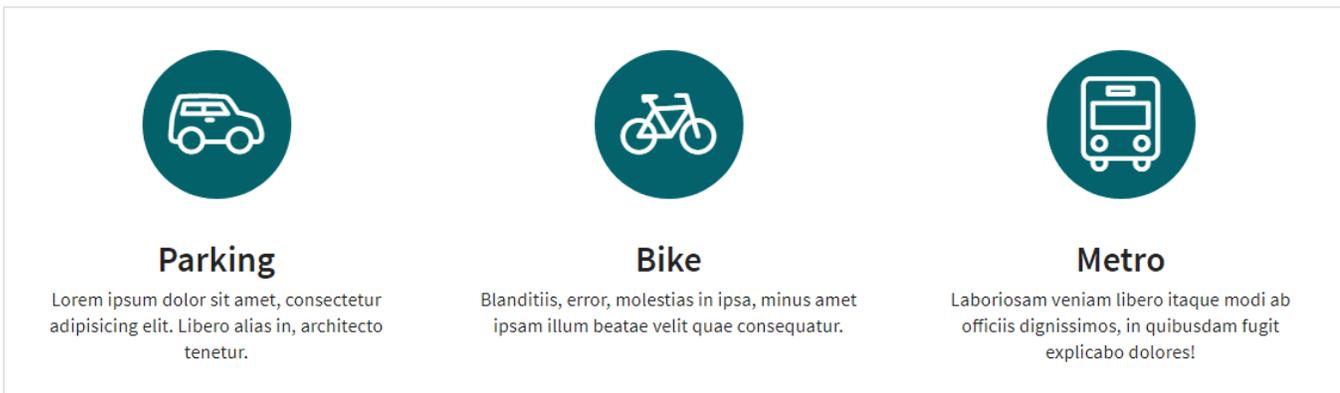
Icon List Blocks

Displayed fields: Icon, Heading, and Link.



Icon List Circle

Displayed fields: Icon, Heading, Link, and Description.



Icon List Detail

Displayed fields: Icon, Heading, Link (optional) and Description.

 **Residential Permits**
For residents who live in areas with time limits on street parking.

 **Monthly Permits**
Discounted regular or long-term parking in [garages & lots](#). Members of the [Carpool Program](#) have first priority for available permits.

 **Motorcycle Permits**
Annual Permits for motorcycle parking in [garages & lots](#).

 **Contractor Permits**
Hangtag parking permits and other permits needed by contractors working metered and unmetered parking areas.

 **Street Occupancy Permits**
Meter hoods and bags, temporary No Parking signs and on-street moving and storage containers.

Icon List Detail Large

Displayed fields: Icon, Heading, Link (optional), and Description.

 **Health Insurance**
The City provides offers the choice between four health insurance plans for eligible employees, allowing you to select the best option for you. Options include Dean Health Insurance, Unity UW Health, Group Health Cooperative and Physicians Plus.

 **Competitive Compensation**
The City of Madison strives to pay competitive wages. All permanent part-time and full-time employees receive longevity pay increases, and many promotional opportunities are only open to current employees!

 **Retirement**
Pension: The City of Madison participates in the Wisconsin Retirement System (WRS), and the City matches employee contributions.
Deferred Compensation: Employees may choose to participate in two 457(b) plans, and may enroll at any time during employment with the City.

 **Professional Development**
We believe our employees are our most valuable resource. Our extensive Professional Development program works to engage and develop employees, and to make employee wellness a vital part of the City.

Steps List

Displayed fields: Heading, Link (optional), and Description.

1

Lorem ipsum dolor.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Eum, ut, nesciunt at eveniet quasi qui nulla itaque optio quae beatae accusantium aliquid laborum.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Repellat, dolorum, fugit. Id.

2

Veritatis, sint et.

Omnis fuga laboriosam architecto sit, quasi neque saepe, natus facilis eos voluptatum dolorum animi quas pariatur nobis iure velit temporibus rerum soluta minus.

3

Quis, delectus, architecto.

Error at ipsa dolorem repellat, recusandae officiis, quas soluta corporis minima quo, nisi culpa dolor ipsum hic quos dicta vero deleniti molestias asperiores.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Tempora laborum preferendis architecto, impedit facere asperiores molestiae ad reiciendis eum consequatur, necessitatibus ex harum.

4

Enim, blanditiis. Impedit.

Eveniet non, tenetur cumque cupiditate, impedit eius eligendi aperiam enim ipsam, amet libero nihil. Ipsa eius autem mollitia ipsam quod, odit aut sapiente.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vel similique doloribus saepe expedita quibusdam libero quisquam magni veritatis, quis voluptas, nostrum, deserunt culpa, porro possimus pariatur quo voluptate?

5

Molestias maxime, sed!

Beatae tempora autem quae ipsam, accusamus recusandae! Assumenda cupiditate, voluptatum voluptates, dolorum placeat cum enim adipisci, officia possimus esse dignissimos a? Cum, nam.

Ordered List

Displayed fields: Heading (not recommended), Link (only if using Heading), and Description.

1. Lorem ipsum dolor sit amet, consectetur adipisicing elit. Odit dolorem labore reprehenderit. Debitis, dolore.
2. Ratione accusamus enim dolor est, exercitationem mollitia doloremque tenetur quos quis, debitis explicabo unde.
 - Lorem ipsum dolor sit amet, consectetur adipisicing elit. Maxime inventore, ipsam quo.
 - Neque illo nesciunt a reiciendis corporis nisi ipsa doloremque sunt incidunt tempora!
 - Quasi dicta sunt aperiam recusandae odit ea tenetur laboriosam perferendis quam odio.
 - Necessitatibus maiores beatae voluptate iste perspiciatis eum dolores possimus laborum veniam corporis?
 - Quo illo obcaecati, officiis expedita natus vero. Vero, tenetur, excepturi. Quia, est!
3. Saepe eum dolorum illum ullam earum alias libero, quod quas itaque veniam debitis iste.
 - A. Lorem ipsum dolor sit amet.
 - B. A, nemo dolorem autem nisi.
 - C. Voluptatibus ea quae, placeat corporis.
 - D. Necessitatibus sed expedita possimus, ipsa.
 - E. Vel praesentium aliquid dicta quod!
4. Est cumque et pariatur ad rem error, ut sunt nemo, ea at atque cum.
5. Vel, doloremque ex ad nobis ipsa, magni in veritatis et blanditiis dicta, accusantium odio?

Unordered List

Displayed fields: Heading (not recommended), Link (only if using Heading), and Description.

- Lorem ipsum dolor sit amet, consectetur adipisicing elit. Autem odit sit architecto suscipit atque!
- Magnam, amet, facere perferendis officia consectetur natus quia. Cupiditate autem, quisquam optio doloremque iusto.
- Dolorum quisquam sit velit, laboriosam, ullam dolore. Veniam ex ipsum magnam blanditiis quis aspernatur.
 - Lorem ipsum dolor sit amet, consectetur adipisicing elit. Similique sapiente nihil accusantium.
 - Quos ex ratione quidem. Qui, molestias, magnam tempora suscipit non nihil quia?
 - Voluptate praesentium, obcaecati maxime explicabo, architecto laudantium adipisci doloremque. Recusandae, accusantium. Deserunt!
 - Quibusdam autem vel nesciunt dolores cupiditate at facere ad possimus dignissimos consequatur!
 - In incidunt commodi quidem ducimus delectus, molestiae accusamus eius, eligendi alias quas?
- Maxime odit assumenda at quod natus repellendus, sed? Vitae pariatur facere id ipsum soluta!

Unstyled List

Displayed fields: Heading (not recommended), Link (only if using Heading), and Description.

Lorem ipsum dolor sit amet, consectetur adipisicing elit. Autem odit sit architecto suscipit atque!
Magnam, amet, facere perferendis officia consectetur natus quia. Cupiditate autem, quisquam optio doloremque iusto.
Dolorum quisquam sit velit, laboriosam, ullam dolore. Veniam ex ipsum magnam blanditiis quis aspernatur.
Lorem ipsum dolor sit amet, consectetur adipisicing elit. Similique sapiente nihil accusantium.
Quos ex ratione quidem. Qui, molestias, magnam tempora suscipit non nihil quia?
Voluptate praesentium, obcaecati maxime explicabo, architecto laudantium adipisci doloremque. Recusandae, accusantium. Deserunt!