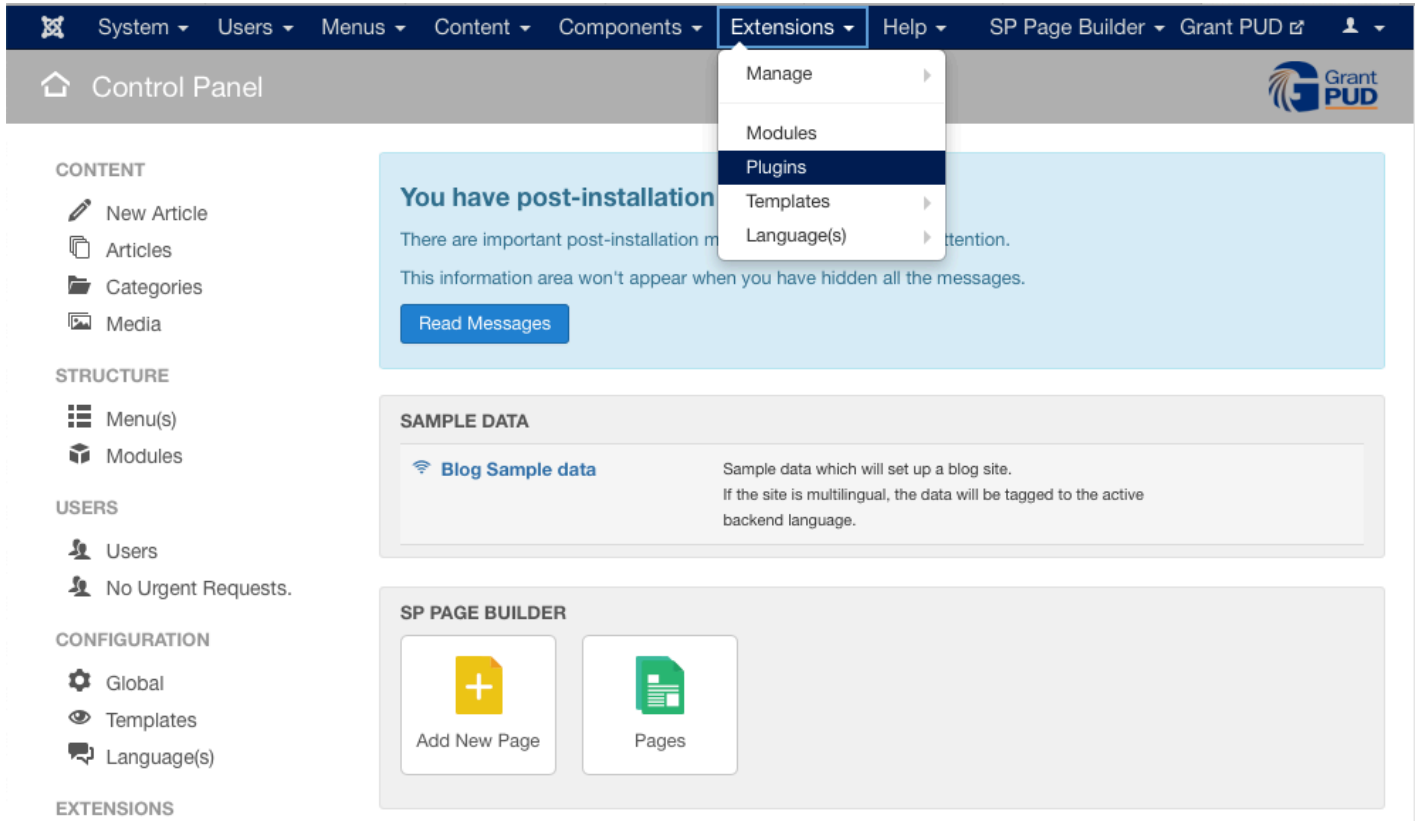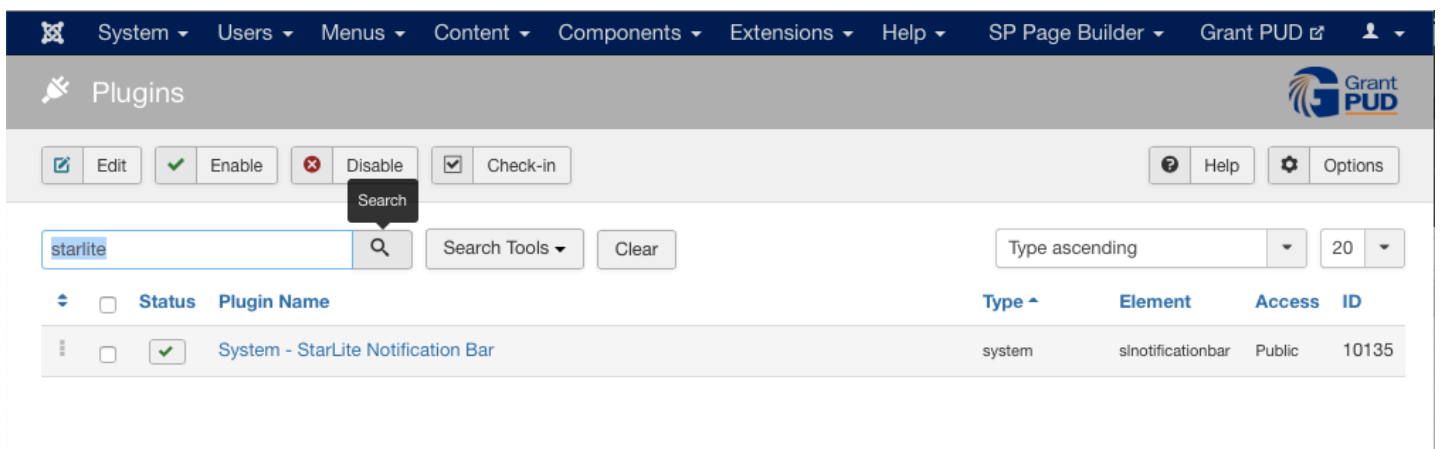# Editing Alerts

Under the **Extensions** pulldown, click on **Plugins**.

Under the **Plugins** page, search "**starlite**" and you'll find the Starlite Notification Bar. Click on the title to access and edit the alerts.

1 With "display position" you can select whether the alert should be shown at the top or the bottom of the page.

2 Within the "message" text field you can type in new messages.

3 Within the "allowed menu items" you can select multiple pages/categories to display the alerts on.

REMEMBER TO HIT SAVE IN THE UPPER LEFT HAND CORNER AFTER MAKING YOUR EDITS.