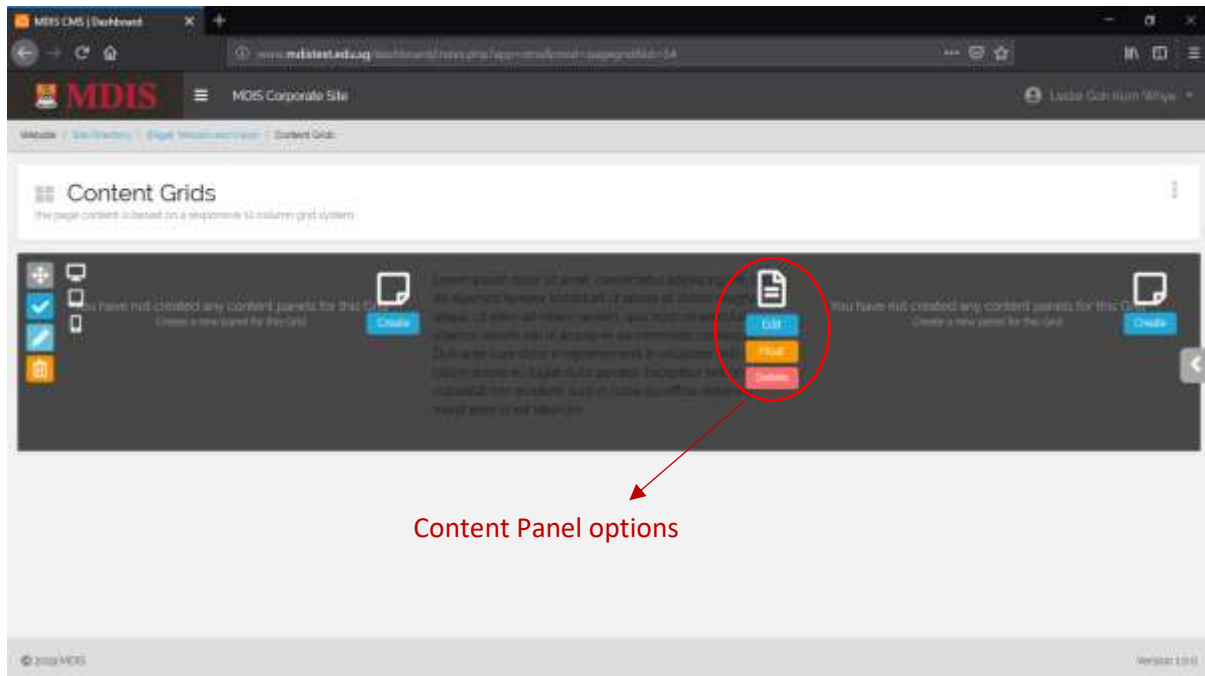# Managing Content Panels

The Content Panels are the actual repositories of the page content. Once a grid row has been inserted to the page, you need to select a Content Panel to replace each column placeholder. This has been covered in the previous section.


Content Panel options

Edit	Redirects the user to the Edit Content Panel page. This page will depend on the type of Content Panel being used. (i.e. if a Rich Text panel is used, the user will be directed to the Rich Text edit page)
Float	Floats the panel. Floating a panel basically uncouples it from the grid and allows it to be assigned to another location/grid
Delete	Deletes the Content Panel. This is a permanent decision

There are different types of Content Panels for the different modules (Academic, Calendar etc). The main content editing panel should be Rich Text. If you need to create a different type of Content Panel, please check with your administrator before doing so.

Floating Panels

Floating a Content Panel allows you to move it to a different grid, even if the grid is on another page. To float the Panel, simply click on the FLOAT button. To reassign a floating panel, follow the steps as if you would insert a new Content Panel.
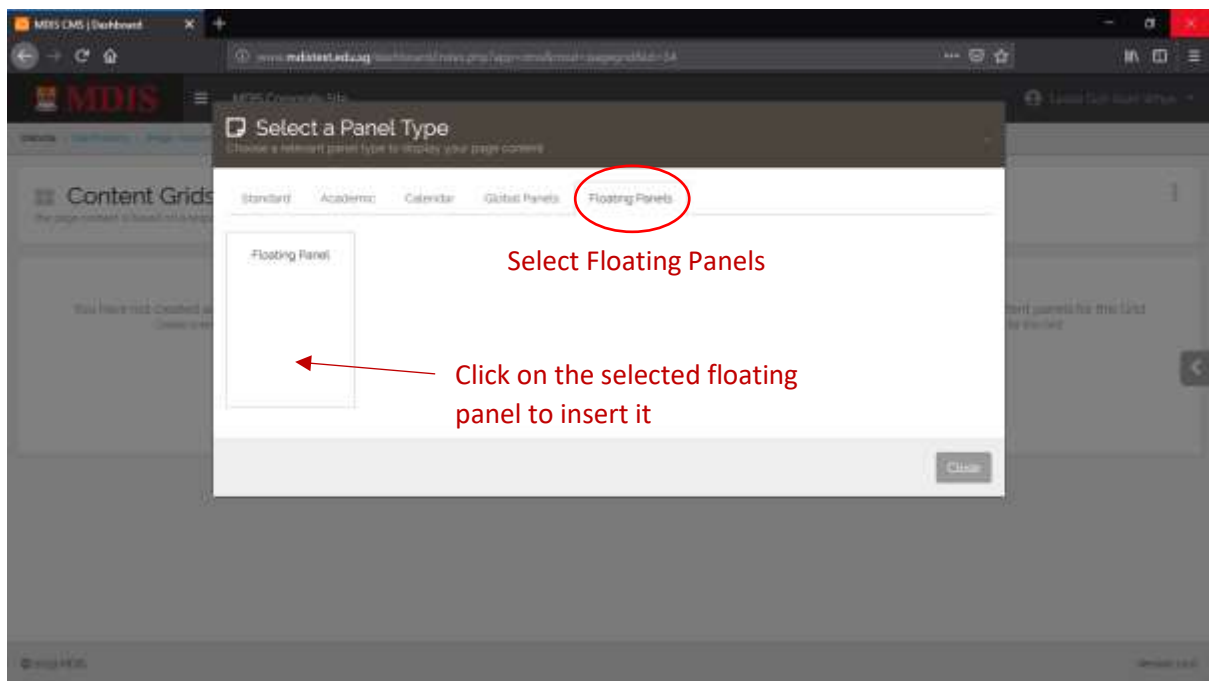
When the popup appears, navigate to the Floating Panels tab. If you do not see the newly floated panel, try refreshing the page again. To insert the floating panel to the grid placeholder, simply click on the Panel.

Please note that if you do not name the panels and there are a number of Floating Panels, you might not be able to identify the correct Content Panel. To identify the panel, just navigate to the Floating Panels page.