

HOW TO MAKE A HOME BUTTON

1. Open your homepage in Sharepoint
2. Go up to Site Actions click the arrow
3. Click Site Setting
4. Go to the Look and Feel Section and click "Navigation"
5. Scroll down to the bottom of the page to the "Navigation Editing and Sorting" section
6. Click on "Current Navigation"
7. Click "Add Heading"
8. Type a Title on the "Title" line
9. On the URL Line, click "Browse"
10. Navigate to "Site Pages", Click on the page called "Home" and then click OK.
11. Back on the Navigation Heading window, click OK again.
12. The home button will be at the bottom of your list.
13. To move the Home button up, click on it then click "Move Up" until it gets to the desired position
14. Click OK at the bottom or the top of the Navigation Settings page.



