

# Configuring Legal Postings Layout and Deleting Posts

1

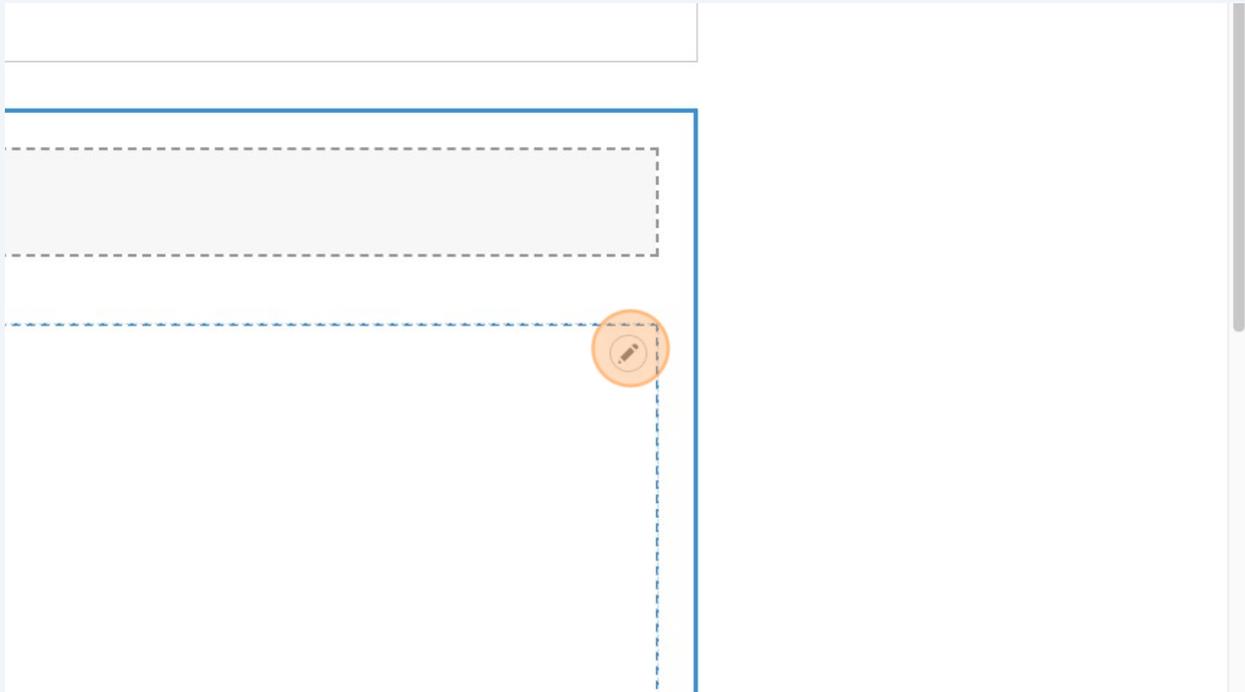
Navigate to <https://live-colorado-judicial-branch.pantheonsite.io/courts/trial-courts/boulder-county/legal-postings?topic=69&wrapped=true>

2

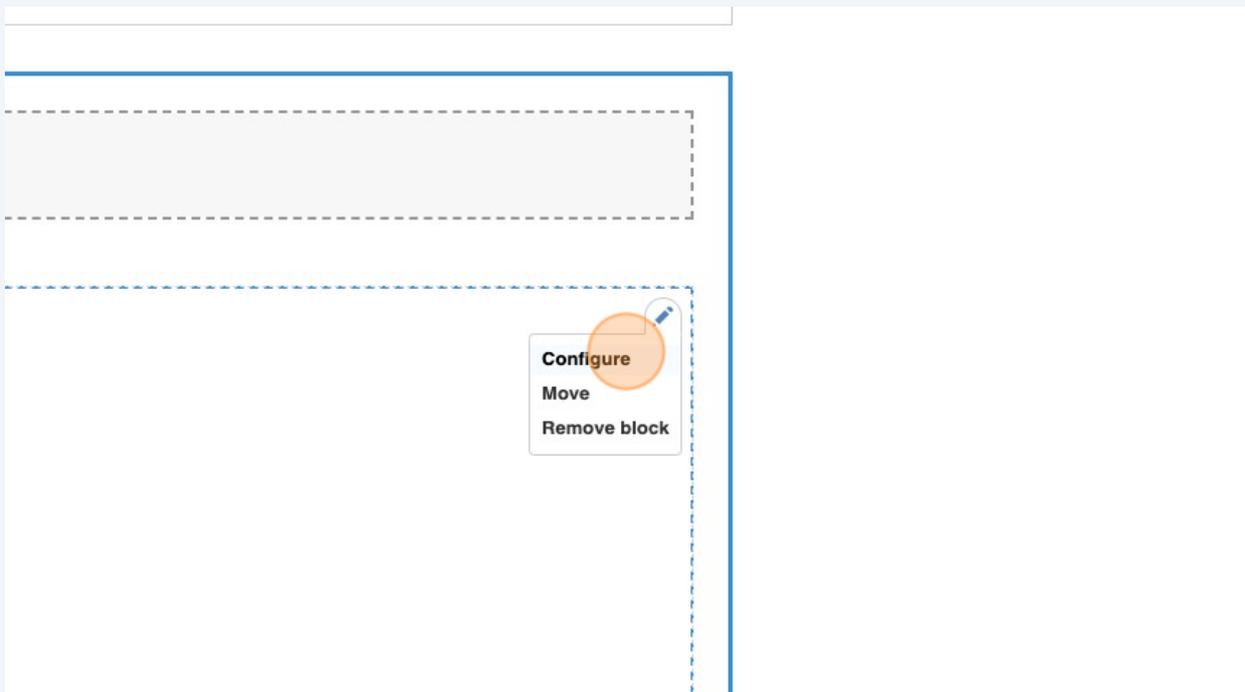
Click "Layout"



**3** Click "Open Legal Postings configuration options"



**4** Click "Configure"



5 Click "Legal Postings"

**Administrative Title \***  
Boulder child text - Legal Postings

This title is for administrative purposes only. Use a name that will help you find this component in the components list if needed.

**Text**

Heading 2    **B**    *I*          Source       Choose lang...      

**Legal Postings**

**Rule 120 Notices**

Information for Rule 120 respondents:

**Rule 120 Notice - 05-08-18.pdf (PDF, 301 KB)**

**Response Deadline by July 13, 2023**

6 Type "delete delete"

7 Click this button.

The screenshot shows a Drupal layout builder interface. On the left is a sidebar with a list of blocks: 'Legal Postings', 'Rule 120 Notices', 'Information for Rule...', 'Rule 120 Notice - C...', 'Response Deadline', '2023CV30402 07...', 'Response Deadline', '2023CV30389 07...', and '2023CV30408 07...'. The main content area displays a 'Response Deadline by July 10, 2023' block with links to PDFs: '2023CV30402 07-13-2023\_0.pdf (PDF, 35 KB)', '2023CV30389 07-05-2023.pdf (PDF, 17 KB)', and '2023CV30408 07-05-2023.pdf (PDF, 254 KB)'. Below this is a 'Text format' dropdown set to 'Full HTML' and a 'Style' dropdown set to 'Default'. A blue 'Update' button is circled in orange. At the bottom right, there is a '+ Add block' button.

8 Click this button.

The screenshot shows a Drupal layout builder interface. At the top is a dark navigation bar with links: 'Home | Node | Legal Postings | Legal Postings'. Below the navigation bar is a text area with the following text: 'This layout builder tool allows you to configure the layout of th', 'To manage other areas of the page, use the **block administrat**', and 'Forms and links inside the content of the layout builder tool ha'. Below the text are buttons: 'View', 'Edit', 'Delete', 'Layout' (circled in orange), and 'Revision:'. Below these are three buttons: 'Save layout' (circled in orange), 'Discard changes', and 'Revert to defau'. Below the buttons is a checked checkbox 'Show content preview' and a green location pin icon with the text 'You are editing the layout for this Page content item. [Edit the t](#)'. Below this is a 'Revision information' section with a checked checkbox 'Create new revision' and the text 'New revision'. At the bottom, a dashed box contains the text 'You have unsaved changes.'