Columns can be used to arrange your homepage page content or other simple list content on the inside webpages on your site.

**How to create columns:**

The Office of Web Services has programmed complex code into your website that allows you to use a simple “shortcode” to create columns. This is how the code should be created and how it will look when you are editing your webpage in WordPress:

```
[row]
[col]

Program and UIS Links

- Meet our faculty
- More links
[/col]
[col]

What’s New

- Job opportunities
- Symposium
[/col]

For Students

- Facilities for students
[/col]
[/row]
```

Note:
- `[row]` opens the group of columns, and `[col]` opens the first column. Then you would enter the first column’s content.
- `[/col]` closes the first column. `[col]` opens the second column. Then you would enter the second column’s content.
- `[/col]` closes the second column, and `[/row]` closes the group of columns.
- You can create more columns within a set using another `[col]` and `[/col]` for each before closing the group of columns.

Once your columns are created in WordPress, choose the **Preview Changes** button in the **Publish** box at the top right of WordPress. Your columns should look like this on your website:
Once you have checked that the columns look correct on your webpage, choose the **Update** button in WordPress to make your changes public.