

# Organising content and permissions

## Creating books

Click **New Book** from the home page. Give it a name and description.

## Chapters

Inside a book, click **New Chapter**. Use chapters when a book has 20+ pages.

## Moving pages

Open a page → **Edit** → cog menu → **Move Page**.

## Permissions

The site is currently **public** — anyone can read without logging in.

## Making something private

1. Open the shelf, book, chapter or page.
2. Click **Edit** → **Permissions**.
3. Enable *Custom permissions*.
4. Remove the **Public** role from View etc.

Permissions cascade down.

## Searching

Top-bar search indexes everything. Use `tag: feeds` to filter by tag.

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