

## Referrals Template

The referrals template has some built in items to make it easier to build the steps needed for a referral process.

Referrals are a special case, please refer to the [Publishing Standards](#) for guidance and appropriate use of this template.

The image shows a screenshot of a SharePoint page layout for a Referrals Template. The page is divided into several sections:

- Title:** A large text box containing "Referral Layout".
- Summary Line:** A text box containing "Page Summary goes here".
- Page Content:** A text box containing "Page content goes here".
- Referral Forms:** A section with a text box containing "Referral Form Content" and a link "Click here to add new content".
- Referral Process:** A section with a text box containing "Referral Process Content" and a link "Click here to add new content".
- Article Tags:** A text box with a small icon to its right.
- Article Categories:** A text box with a small icon to its right.

On the right side of the page, there is a **Zone 1** containing three web parts:

- A button labeled "Add a Web Part".
- A search results box with a link "Click here to add new content".
- Another search results box with a link "Click here to add new content".
- A message box stating: "This query returned no results. Items must be in the search index to appear. New items might take several minutes to get into the search index. You can change the query by editing this Web Part."