

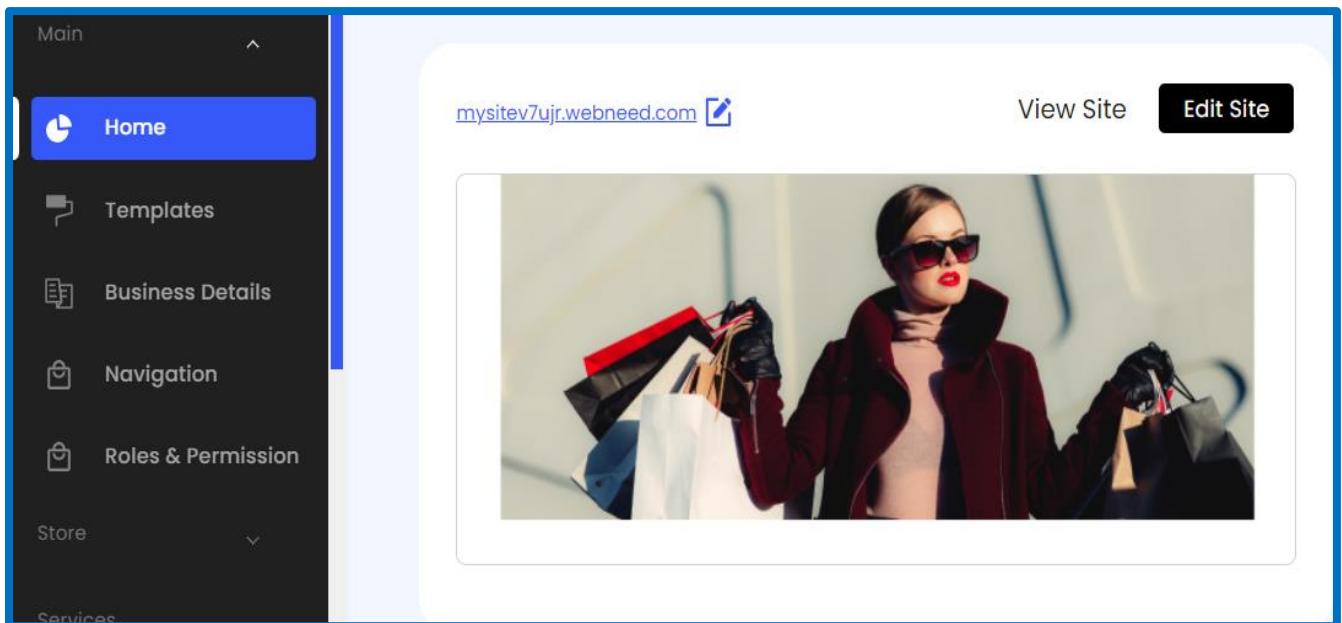


User Manual – Website Editor

A User Manual provides essential guidance, enhancing your experience by simplifying navigation and maximizing the features of our platform effectively.

Website Editor

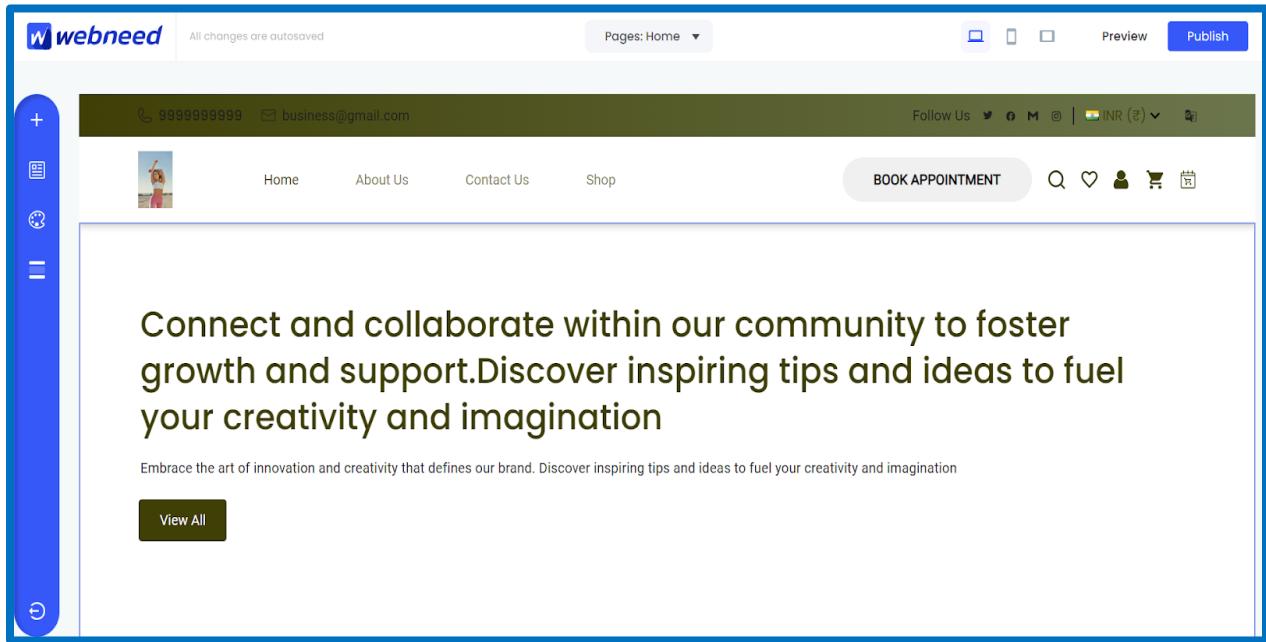
The Website Editor allows users to modify the content, layout, and design of your website without needing to write code. This section provides tools that typically provide a visual interface for adding and arranging page elements, editing text, and customizing the appearance. Website editing tools enable users to update and maintain their sites more efficiently.



To access the website editor, navigate to the Main Section in the Admin panel. Select "Home" then click on the side option "Edit Site".

Edit Site Homepage

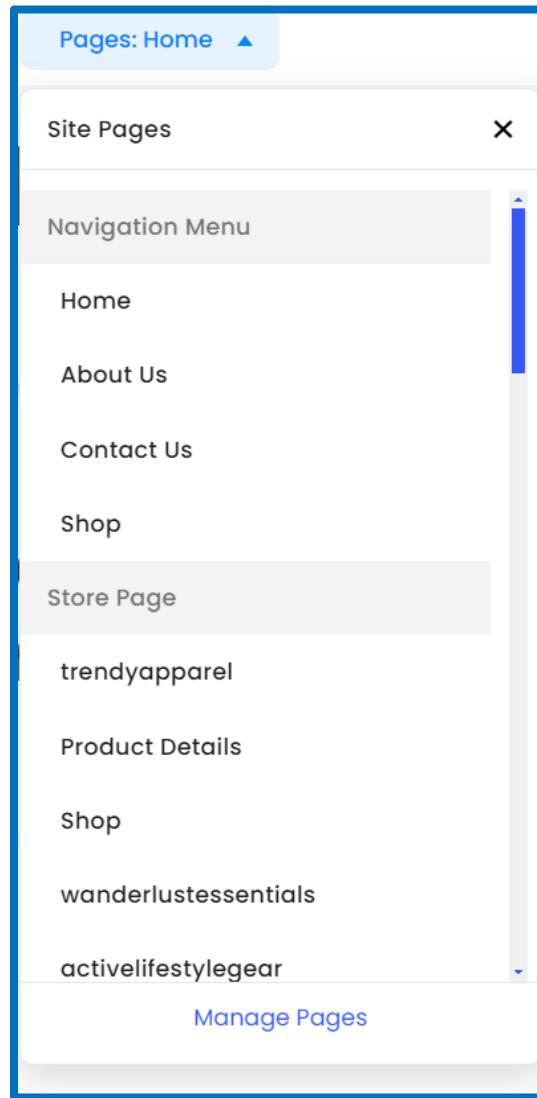
This is the gateway section of the website editor. You will arrive here when you click on "Edit Site."



Desktop View

1. Edit Site Homepage

Website Pages Navigator: Click on the “Home” text to open the side page navigator and to browse to different pages



The Manage Pages option will open the side section 3. Site Pages

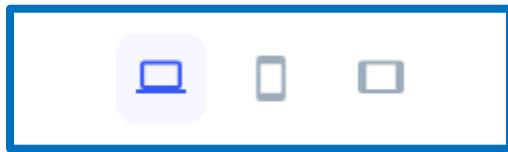
1. Edit Site Homepage

1.1 View Types:

You can select different view types to preview how your website will appear on various devices. The three available view types are:

- Desktop View: Displays how your site looks on a standard computer screen.
- Tablet View: Shows the layout optimized for tablet devices.
- Phone View: Illustrates the mobile version designed for smartphones.

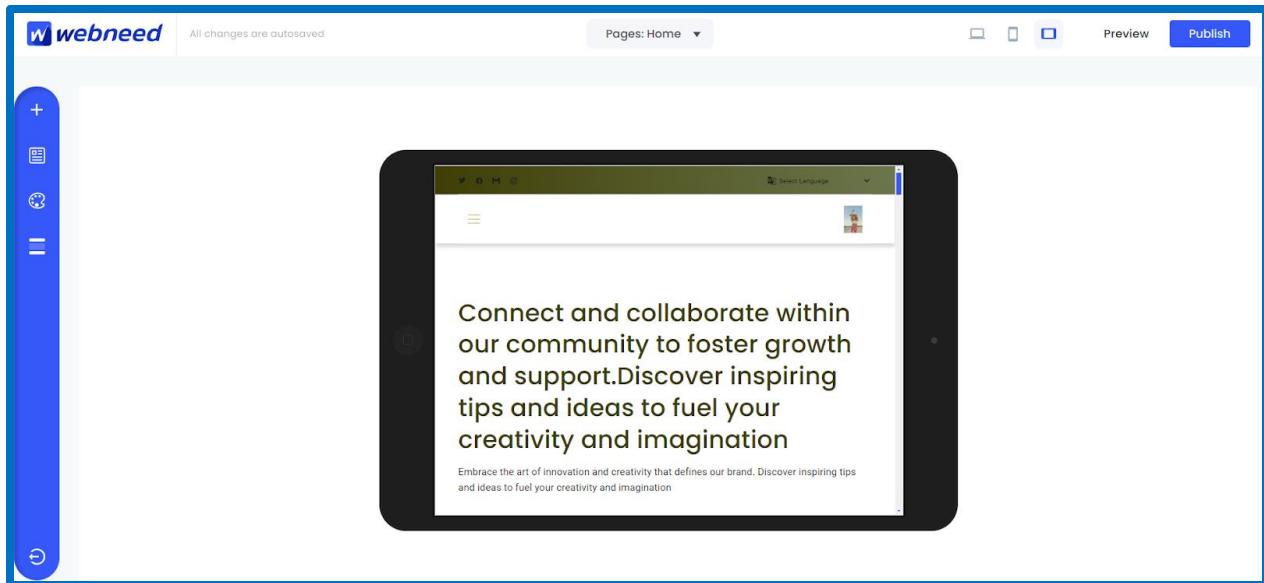
This feature allows you to ensure a seamless user experience across all platforms.



Desktop view is the default view type and is displayed above.

Phone view of the website:

1. Edit Site Homepage



Tablet View of the website:

Preview and Publish Website:



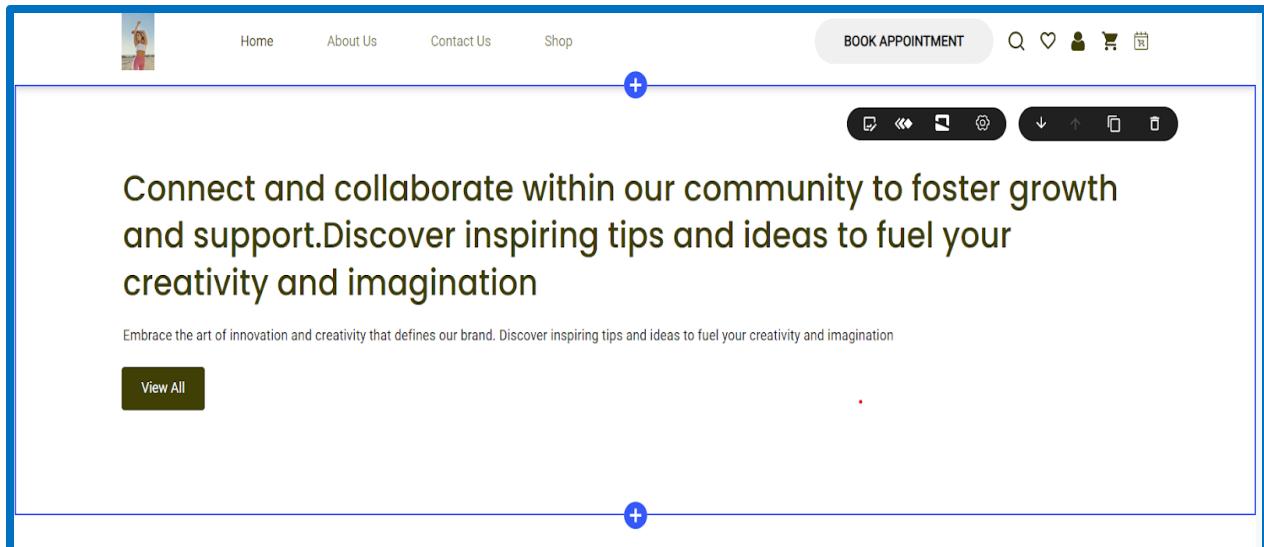
Preview: Use this feature to see how your finished website will appear to visitors. This allows you to review the design and layout before publishing, ensuring everything looks perfect.

Publish: Once you have made the desired changes in the website editor, use the Publish feature to apply them to your live website. This makes the updates visible to visitors, allowing you to bring your vision to life on the public-facing site.

Note: Many changes you make in the admin section won't show up on the live website if they only affect the appearance. To see these changes on your live site, you need to go to the website editor, apply the changes there, and then publish them. This will ensure that the updates are visible to everyone.

1.2 Section Editor:

When you click on a section, the editing options for that section will become available.



Home About Us Contact Us Shop

BOOK APPOINTMENT

View All

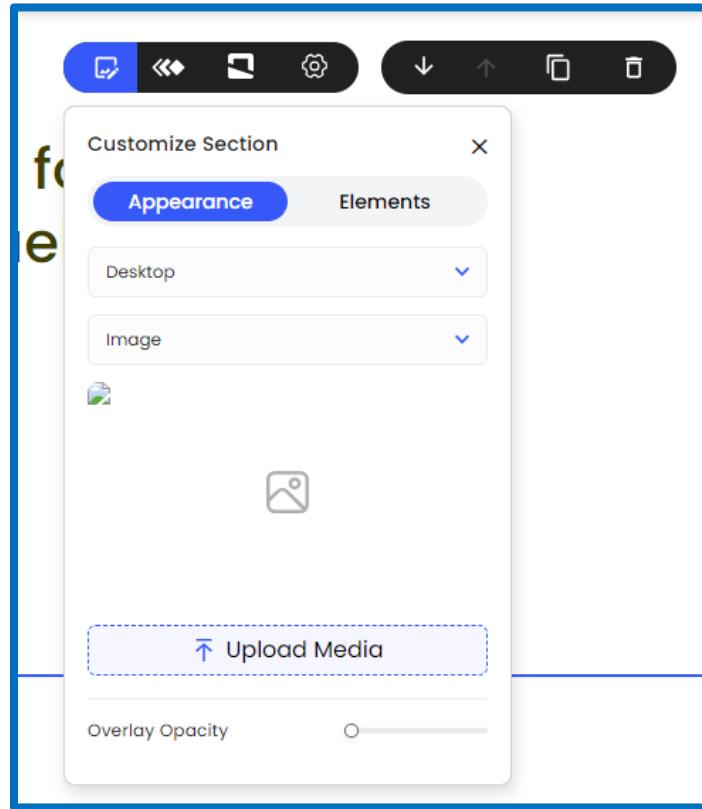
Connect and collaborate within our community to foster growth and support. Discover inspiring tips and ideas to fuel your creativity and imagination

Embrace the art of innovation and creativity that defines our brand. Discover inspiring tips and ideas to fuel your creativity and imagination

If you click on the “+” sign, you can add a section above that section or below that section

1.2 Section Editor

Customize Section: Appearance



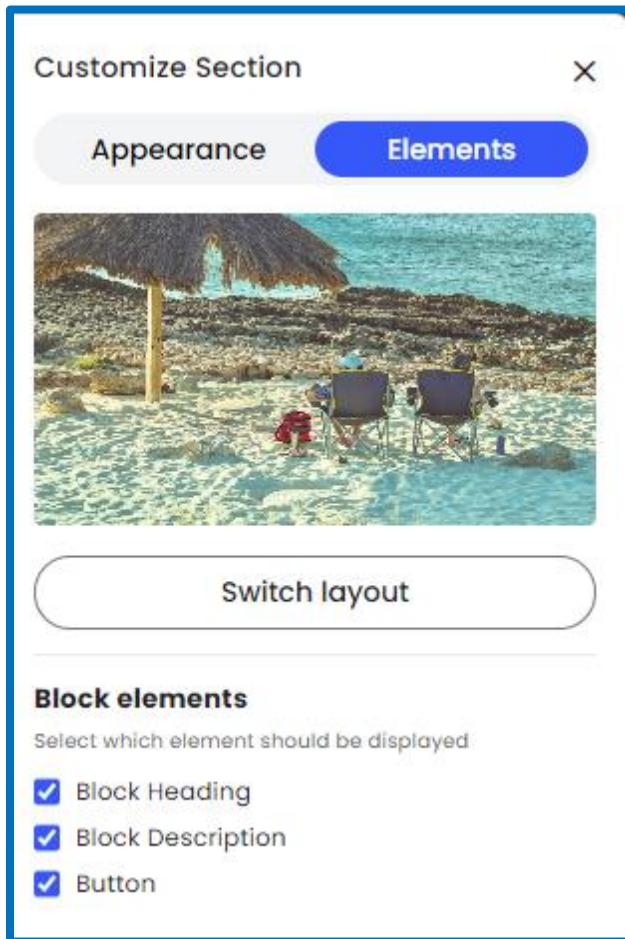
Note: You have the flexibility to add a background image or a short video to a specific section of your website. Additionally, you can customize the background for different platforms, allowing you to display one background image for desktop users and different images for mobile and tablet users. This feature ensures that your website looks great and is tailored to each device type.

Upload Media: Select an image/short video from Unsplash or you can upload a file. You can refer to [3.1 Add Product](#) (Admin Side) to know more about how to upload an image

Overlay Opacity: To control the brightness of the background image

1.2 Section Editor

Customize Section: Elements

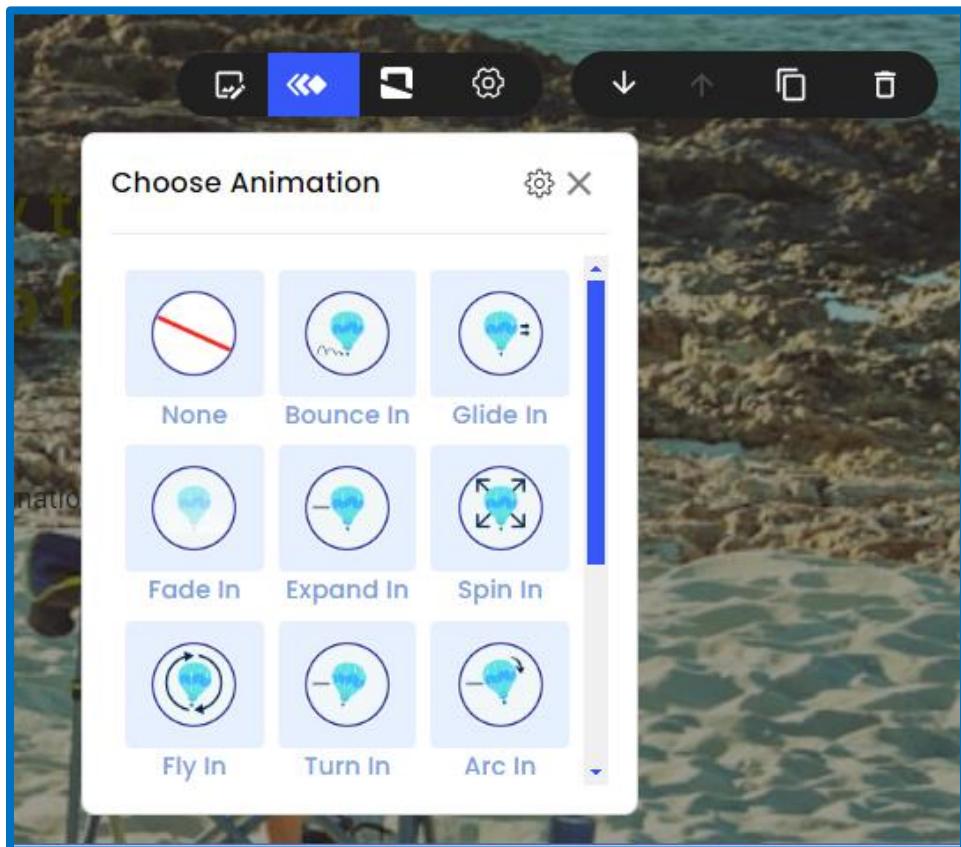


- **Switch Layout:** You can adjust the text positioning within a section to suit your preferences. Choose to place the text at the top, center, or bottom of the section, allowing for greater flexibility in your layout and design.
- **Block Heading:** Hide the heading text in a section.
- **Block Description:** Hide the description text in a section.
- **Button:** Hide the button in a text.

1.2 Section Editor

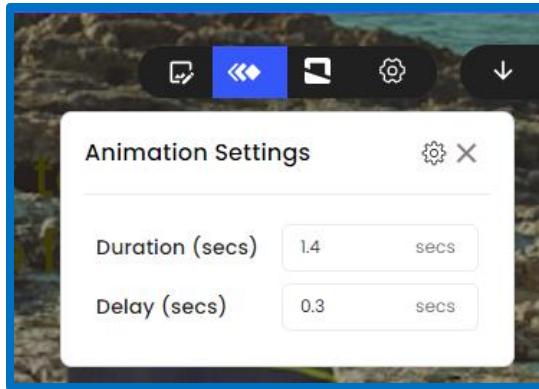
Animation Effects:

You can select an animation for a section to create a more dynamic and engaging experience. This feature allows you to enhance the visual appeal of your section, making it more eye-catching and stylish, depending on your design needs.



1.2 Section Editor

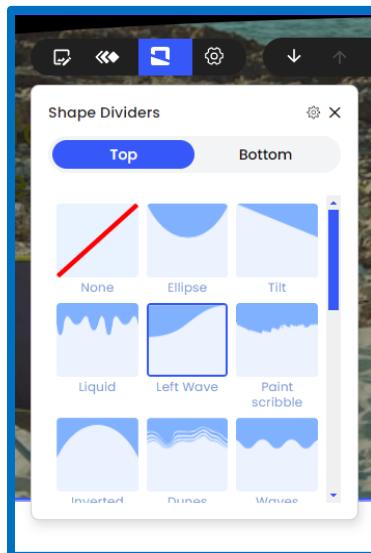
Animation Settings:



You can customize the duration of the animation to determine how long it will run. Additionally, you can set a delay time to specify when the animation for the section should begin, allowing for greater control over the timing and flow of your website's visual effects.

Shape Dividers:

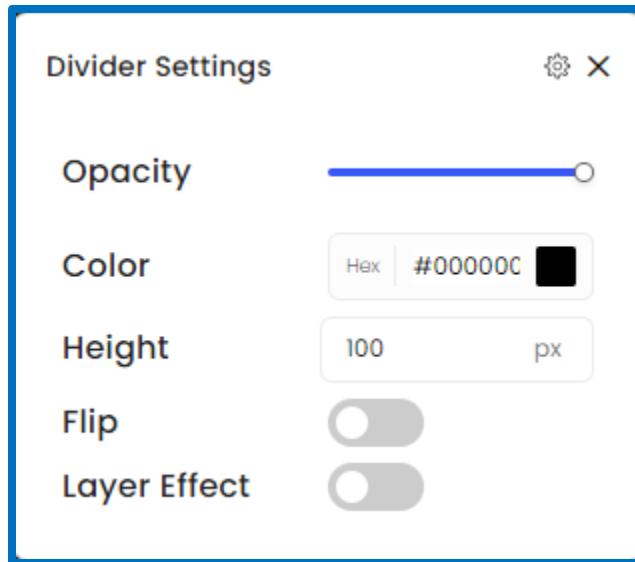
Shape dividers allow you to add stylish, designer shapes to the background of your sections, enhancing their visual appeal and creating a more dynamic and engaging layout.



Choose a shape to apply to this specific section, and you can decide whether to position it at the top or bottom of the section. This flexibility allows you to enhance the design and create a more visually appealing layout.

1.2 Section Editor

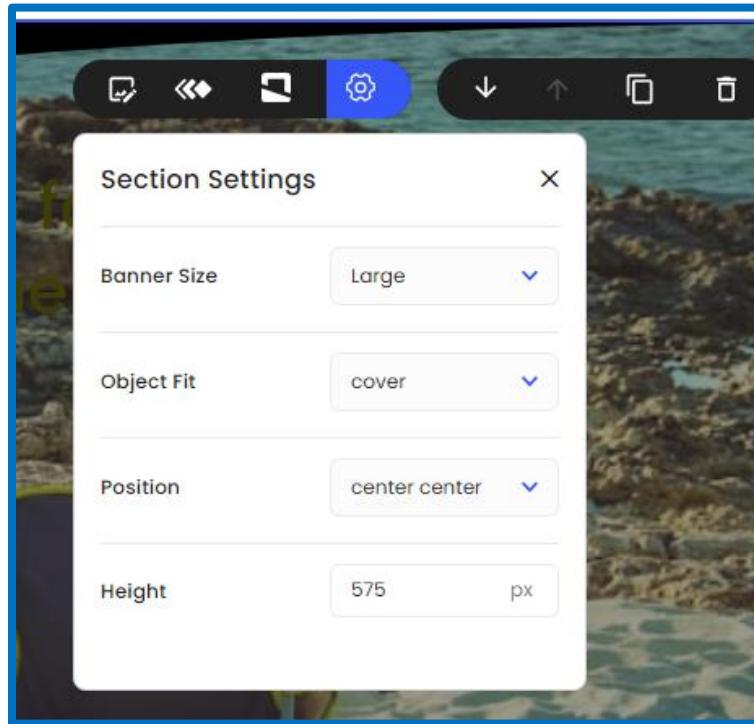
Shape Divider Settings:



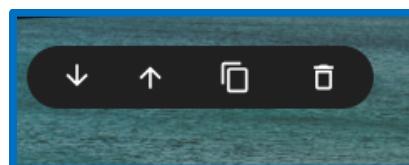
- **Opacity:** Control the brightness of Shape Dividers
- **Color:** Change the color settings of the selected Shape
- **Height:** control the Height of the Shape
- **Flip:** You can flip the shape upside down to create a mirrored effect or achieve a specific design aesthetic.
- **Layer Effect:** Display the shape with shadows to create depth and dimension.

1.2 Section Editor

Section Settings:



- **Banner Size:** Increase or reduce the size of a particular section's image.
- **Object Fit:** Adjust the size of background image to cover the whole section area or to stay to its original size
- **Position:** If your Object Fit is not set to "cover," you can adjust the positioning of your background image within a section. You have the option to place it in the center, or align it to the right or left, allowing for greater customization of your layout.
- **Height:** Set a Specific height of a background image.



- The downward arrow moves the section down, placing it below another section.
- The upward arrow moves the section up in the layout.

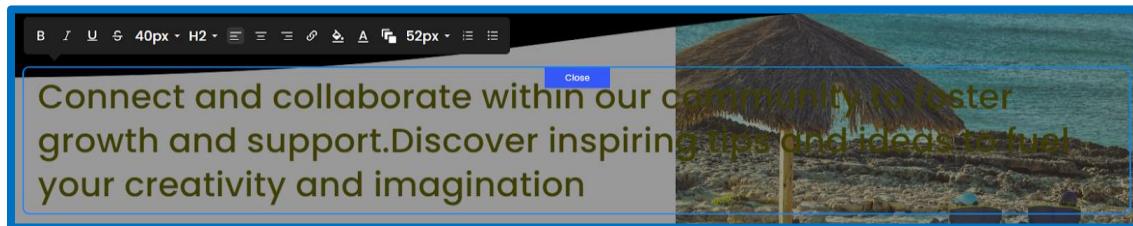
- The copy icon creates an identical duplicate of the section.
- The trash icon deletes the section entirely.

1.2 Section Editor

Edit different elements within a section:

1.3 Text Editor:

You can specifically edit the text or edit the design of a specific text when you click on a specific text section.

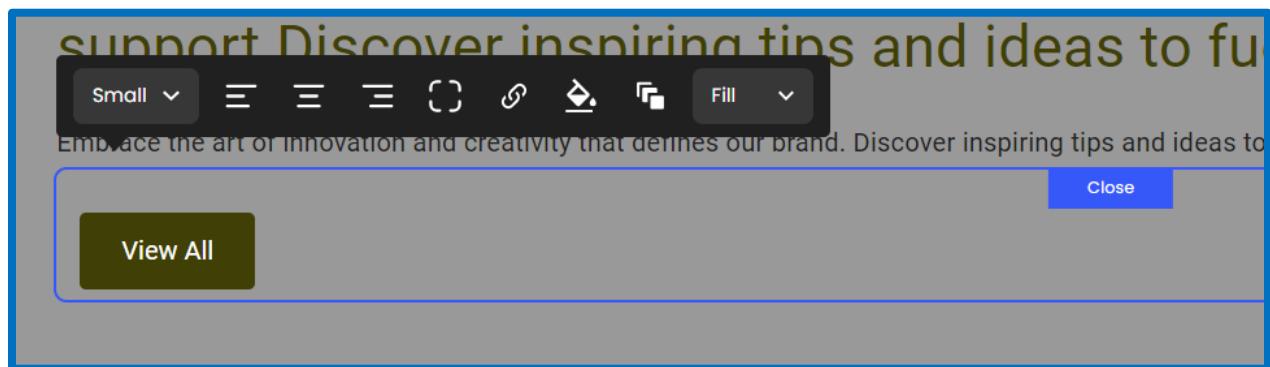


- You have a variety of options for formatting your text:
- Bold or Regular: You can make the text bold or leave it in regular font.
- Italicize: Apply italics to emphasize certain words or phrases.
- Underline and Strikethrough: You can underline text or apply a strikethrough effect for crossed-out content.
- Text Size: Adjust the text size using specific pixel values, or choose from heading sizes ranging from H1 to H6.
- Text Alignment: Align the text to the center, left, or right as needed.
- Hyperlinks: Click on the  icon to add a hyperlink to specific text. This feature allows users to:
 - o Redirect to an external webpage
 - o Scroll to a specific section within your site
 - o Open another page on your website
 - o Reveal a phone number
 - o Send an email
 - o Download a file
- Background and Text Color: Change the background color of the text section or modify the text color for better visibility.
- Text Animation: Select a specific animation for the text section if desired.

- Text Section Size: Adjust the overall size of the text section.
- Bullet and Numbered Lists: Format your text as bullet points or numbered lists for better organization.
- These features allow you to customize your text effectively, enhancing both its appearance and functionality.

1.4 Button Editor:

You can edit the settings of a button when you click on the button section's edit option



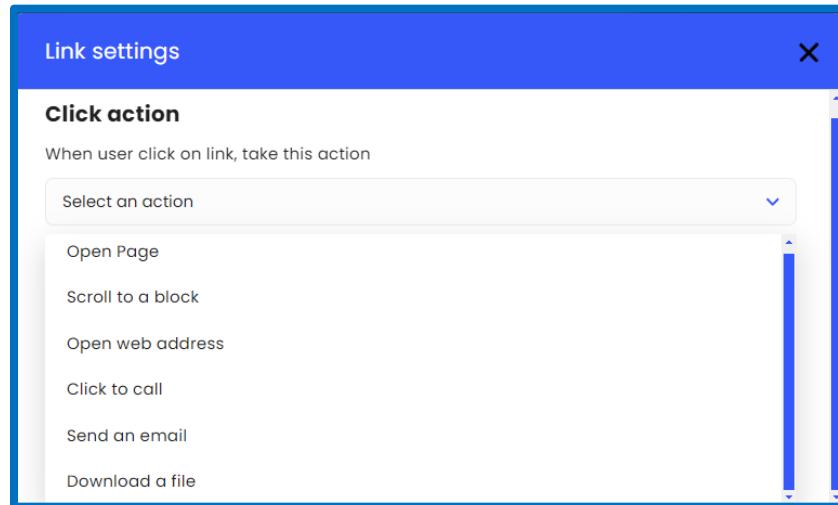
1. You can customize the button in several ways:
2. Button Size: Adjust the size of the button as needed.
3. Button Alignment: Align the button to the center, left, or right to fit your layout.
4. Border Radius: Set the border radius to create rounded edges for a softer appearance.
5. Background Color: Change the background color of the button to match your design.
6. Button Animation: Add an animation to the button to enhance its visual appeal.
7. Hover Color: Change the button's color when a user hovers over it with their cursor for added interactivity.
8. Additionally, you can choose how the button displays based on the selected option:
9. Fill: The button will show the chosen background color consistently.
10. Stroke: The button will have a colored border with a filled background.
11. None: The button will appear as plain text without any background.

These options allow you to create a button that fits seamlessly into your website's design while enhancing user engagement.

1.4 Button Editor

Button Linking Options:

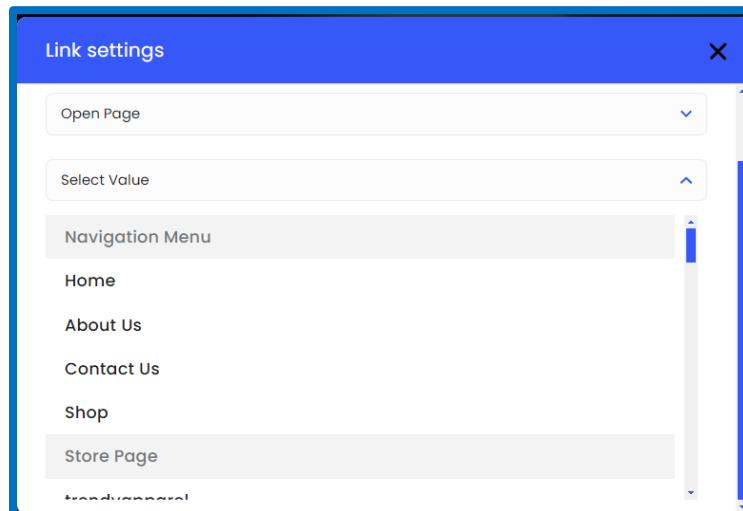
You can select various actions to be triggered when a button in a section is clicked.



Select an action from the list you wish the button to perform

Open a Page:

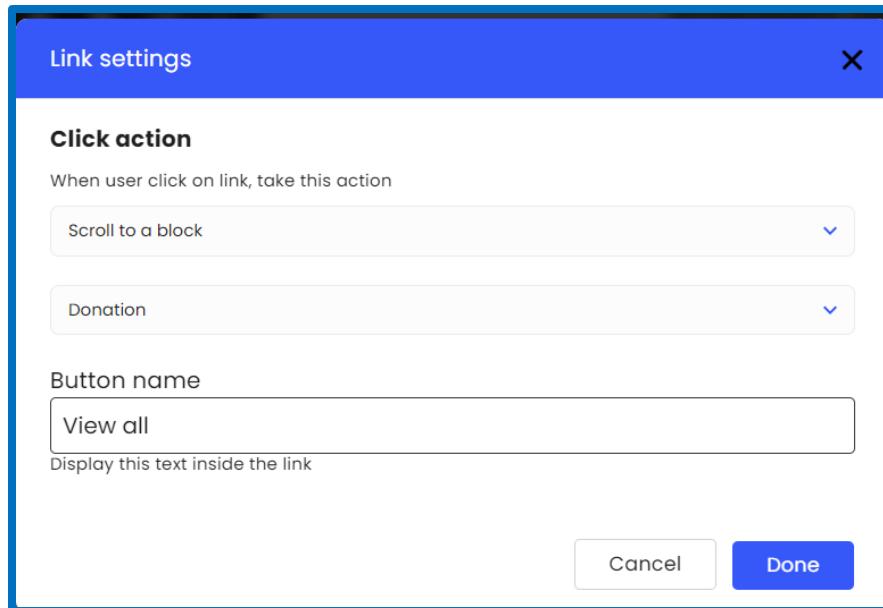
If you select the button action as “Open a Page”, the next step is to click on the page redirection.



Select a page to redirect to and click on “Done” to save changes

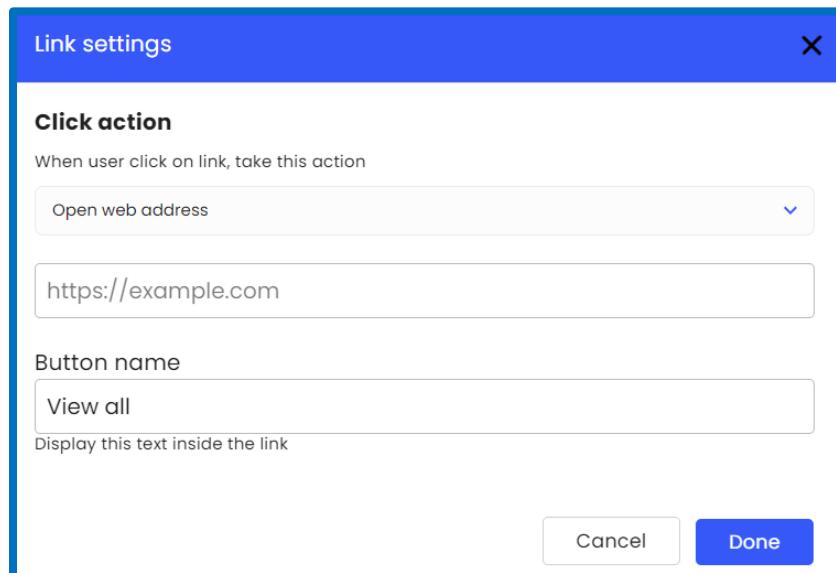
1.4 Button Editor

Scroll to a Block:



Scroll to a specific section on the same page. Please note that the button will not respond if the target section is located on a different page.

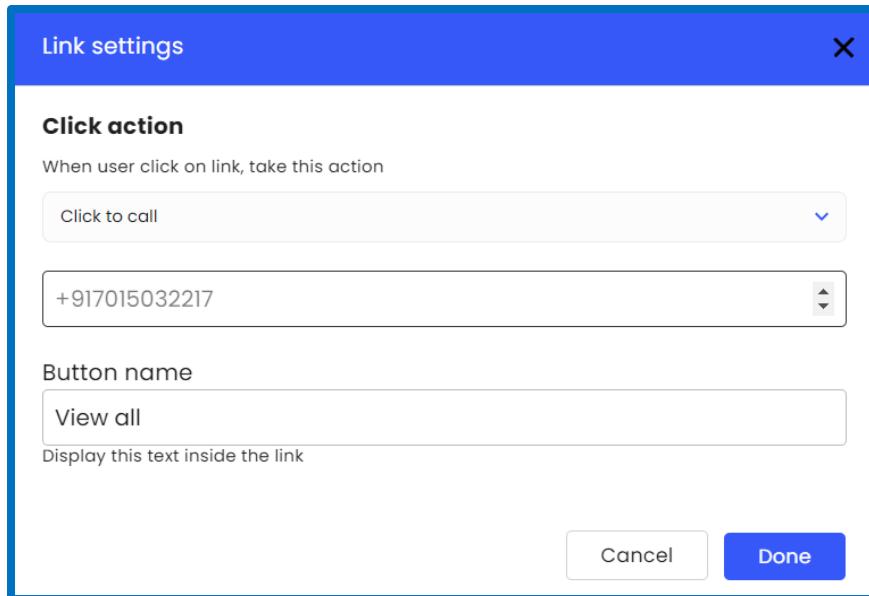
Redirect to a Specific Link:



You can redirect users to an external webpage by entering the desired link.

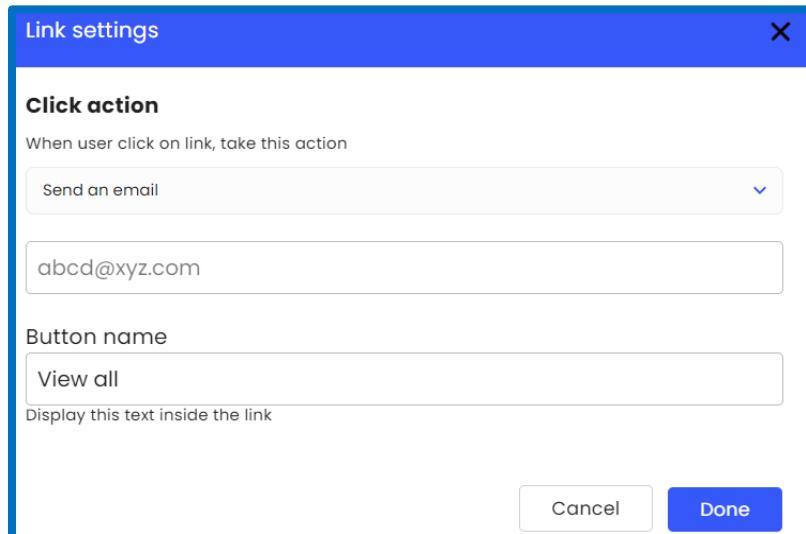
1.4 Button Editor

Click to Call:



You can add a phone number for contact purposes. When a user clicks the button, the phone number will be displayed, allowing them to easily get in touch.

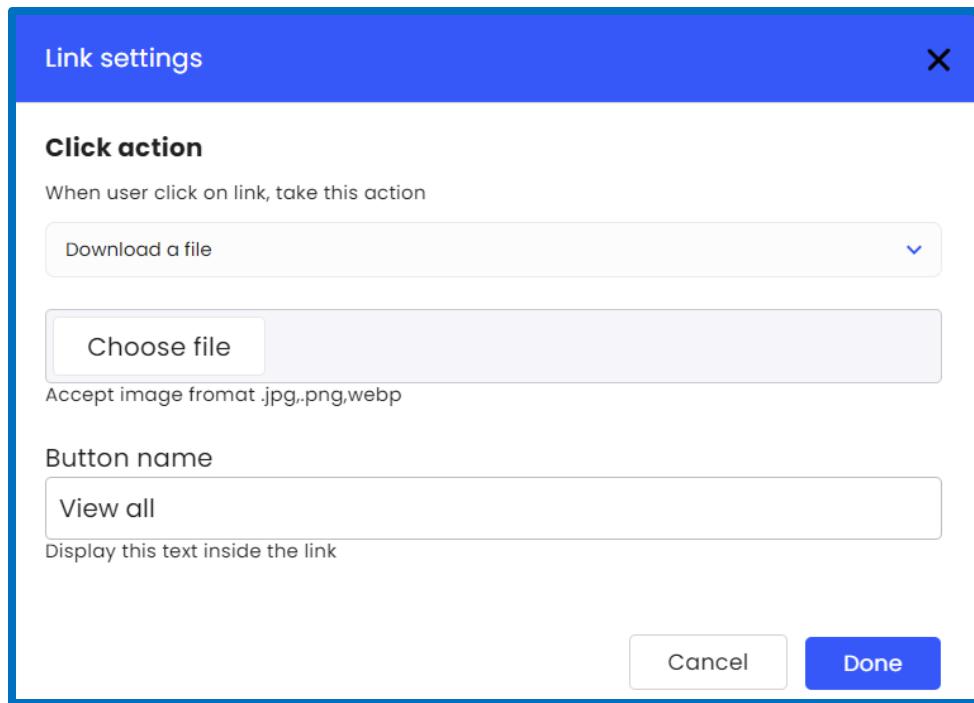
Send an Email:



You can add an email address for contact purposes. When a user clicks the button, the email address will be displayed, allowing them to easily get in touch.

1.4 Button Editor

Download a file:

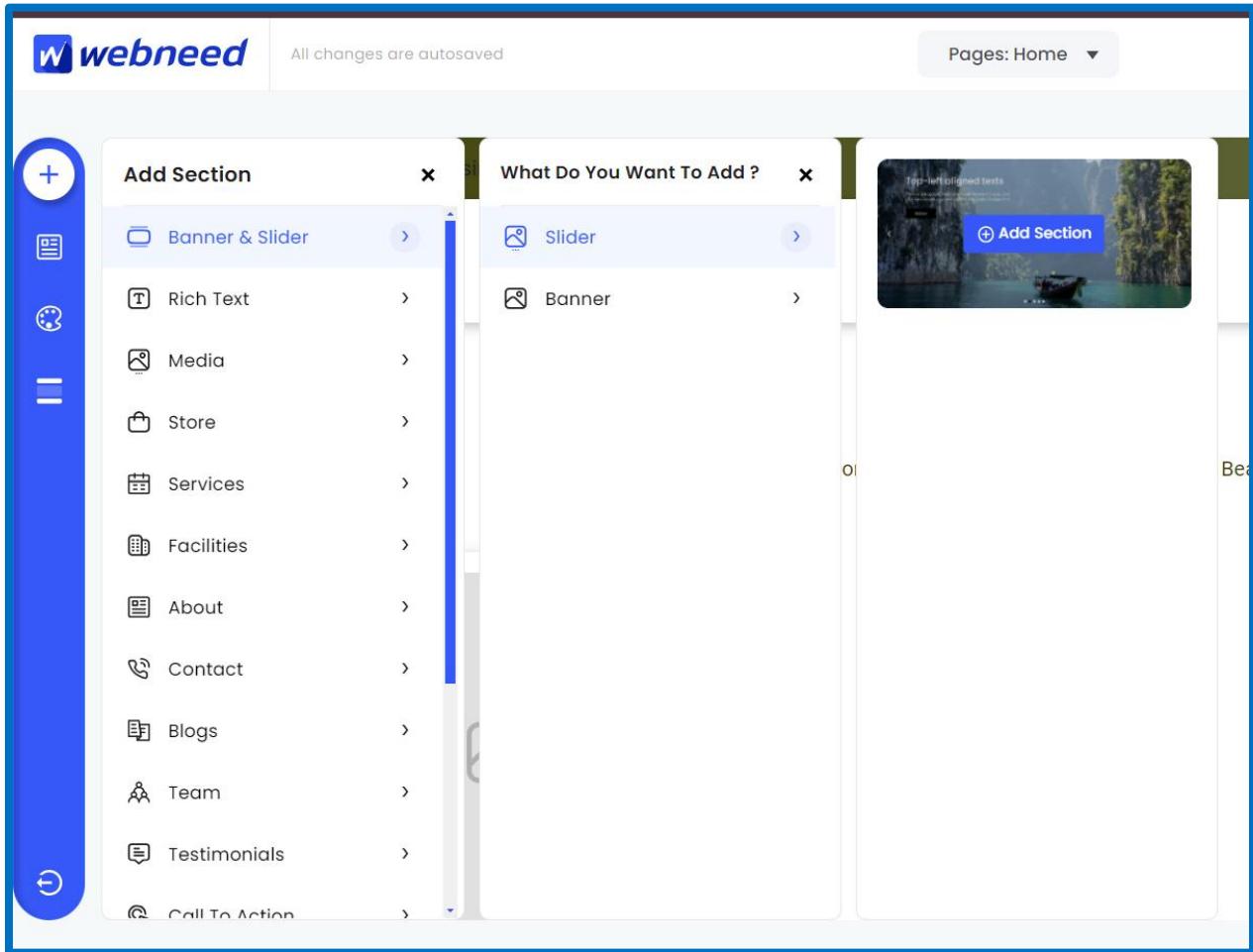


You can upload a file, such as a brochure, to share important information with your users.

When they click the button, they will be able to access and download the file for their reference.

Add Section

To add a new section or plugin feature, simply select the "Add Section" option.



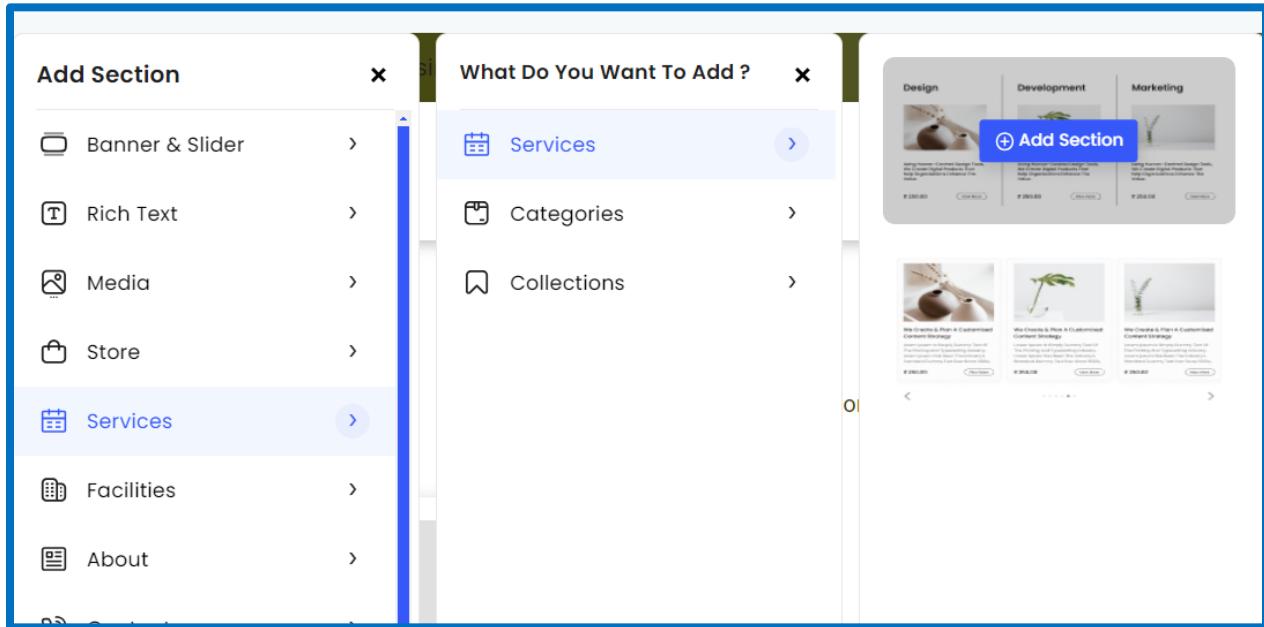
Choose a feature for which you want to add a section, and if multiple styles are available, select your preferred style. Once you click on the style you like, the section will be added to the current page.

2. Add Section

Adding a Booking Service Section:

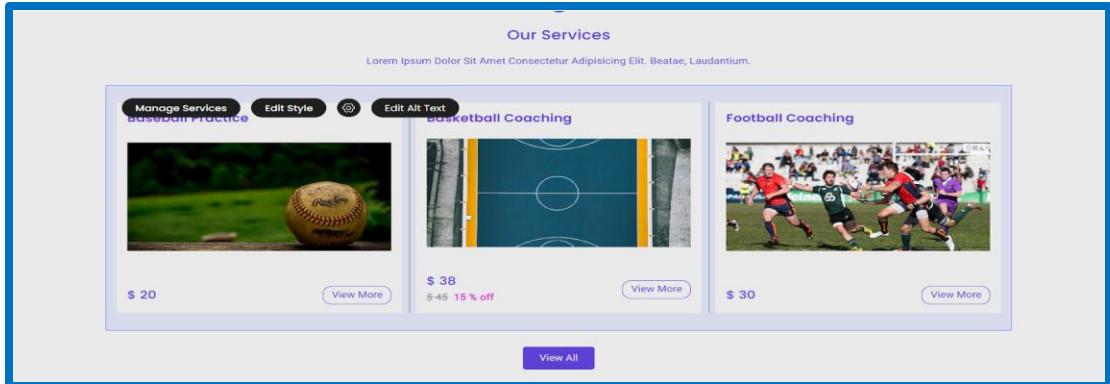
[**Note:** The process is the same for [Events](#), [Testimonials](#), [Blogs](#), and [Store](#)]

Select the service section and select from the options.



You can choose to add a section that displays all available services. Alternatively, you can opt to show specific categories or collections of services, and the individual services will be presented within those designated sections.

2. Add Section



When you Add a Booking section, click on the main section to access the functions inside it.

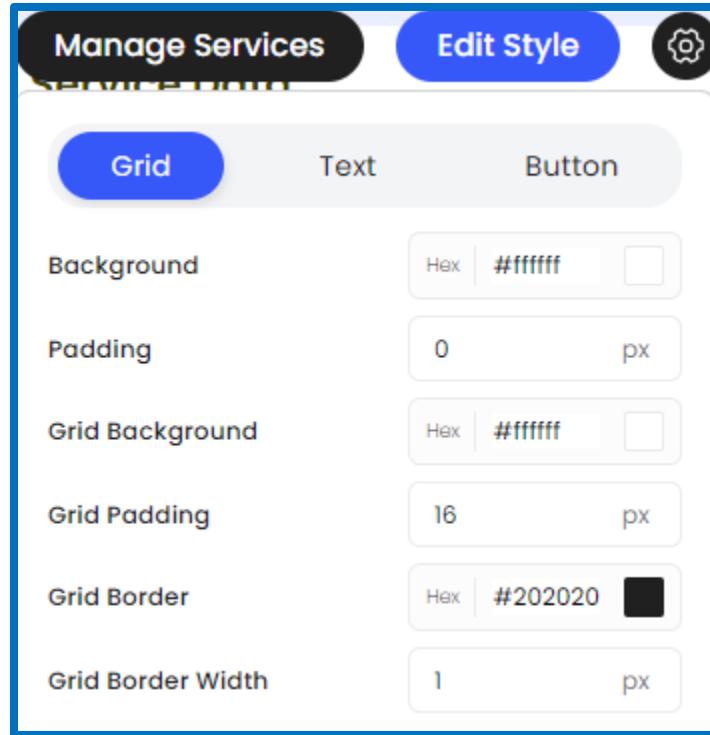
Manage Services:

NAME	CATEGORY	STATUS	Price
1 Baseball Practice		Active	\$ 20
2 Basketball Coaching		Active	\$ 45
3 Football Coaching		Active	\$ 30

Note: When you add a booking section, you need to select the specific booking services you want to display in that section. Please note that bookings do not automatically appear just by adding them from the admin side. To display the new booking service on your website, you must go to the website editor, click on "Manage Services," and then add the newly created booking service to the section.

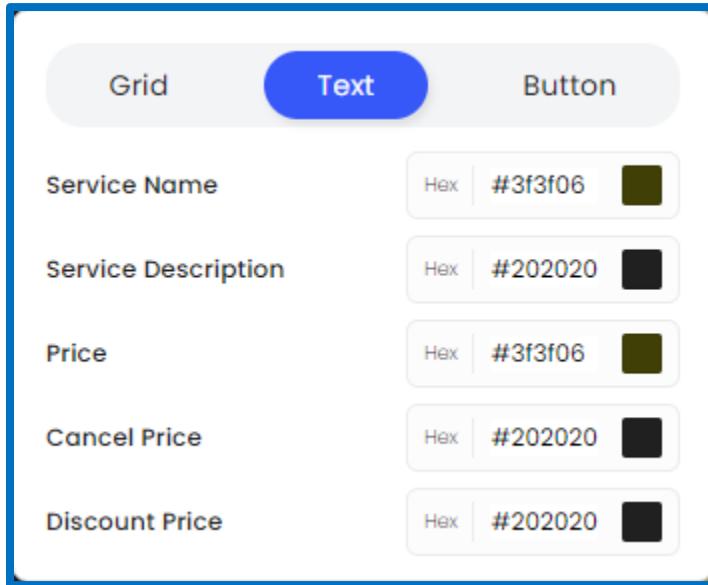
2. Add Section

Edit Style:

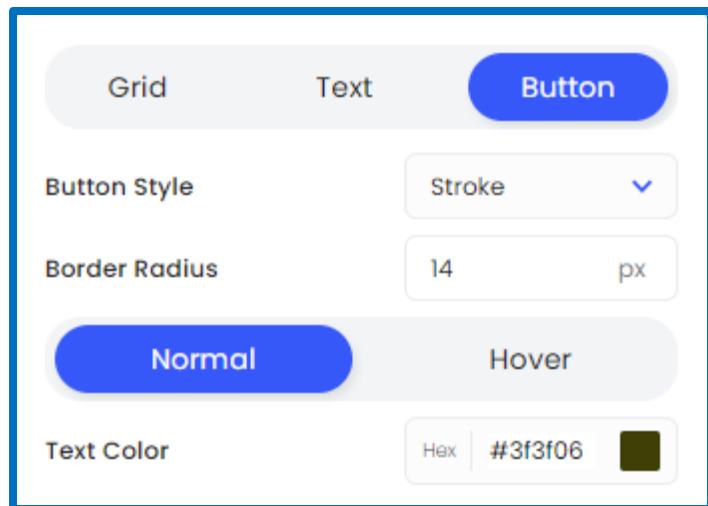


This Grid section enables you to customize the design of the service area, allowing for tailored presentation and styling.

2. Add a Section



You can modify the color of various text elements based on their context or to represent different values, enhancing clarity and visual appeal.



In addition to changing the button style and border radius (as covered in section 1: [Edit Site Homepage](#)), this section allows you to modify the text color that appears when a user hovers their mouse pointer over the button.

2. Add a Section

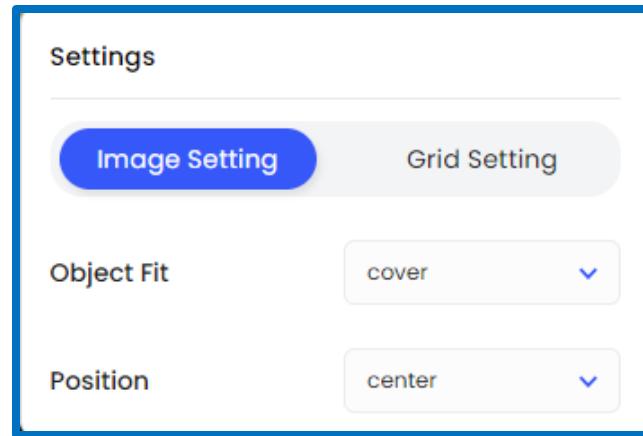
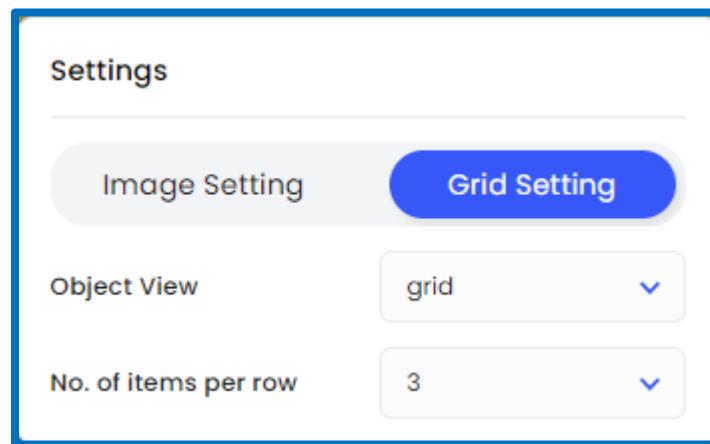


Image Setting is covered in [1. Edit Site Homepage](#)



You can opt to display the items in a static grid or as a slider, and you can also specify the number of items to show per row or slide.

2. Add Section

Edit Alt Text:

Alt text provides descriptions of images for users who rely on screen readers, enhancing accessibility and user experience. It serves as fallback information when images fail to load and offers SEO benefits by helping search engines index content, ultimately improving website visibility and engagement.

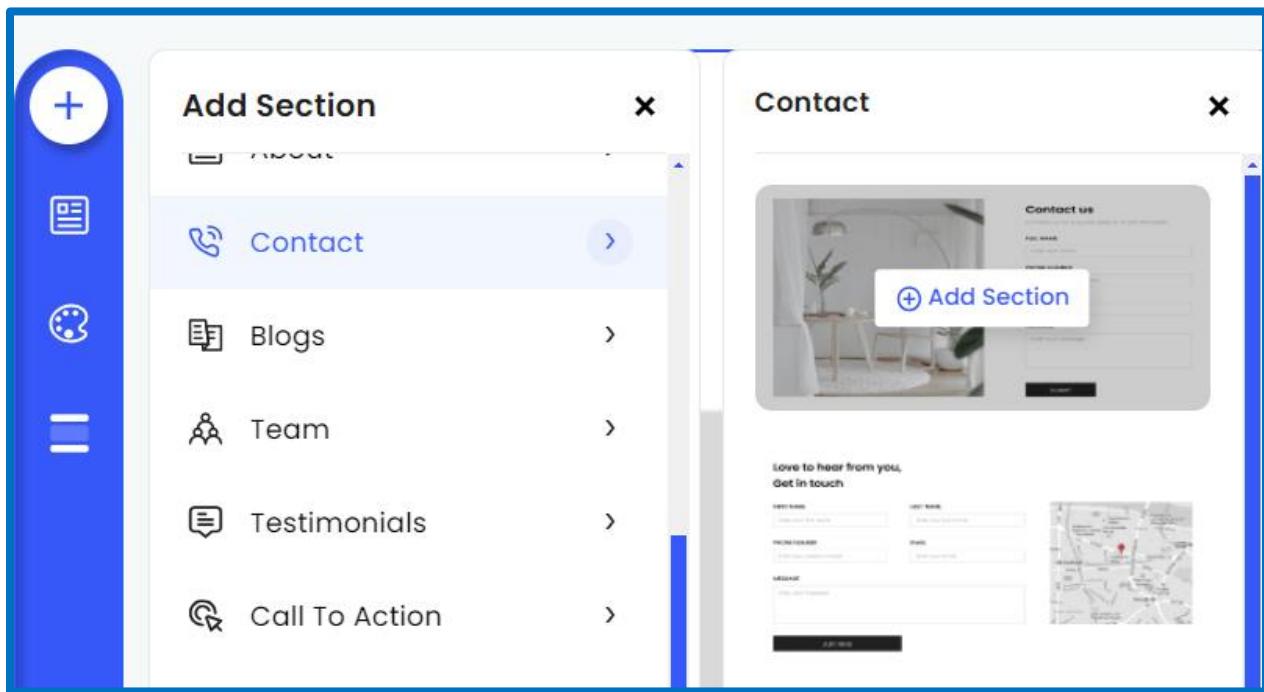
Edit Alt Text

Images cannot be read by search engines or accessibility tools, but alt text can. To increase your site's SEO and accessibility, add a text description to this image.

	<p>Edit Title eg: Apple</p> <p>Edit Alt Text white and black samsung signage</p>	<p>Edit Image Description eg: Red scattered apple</p>
	<p>Edit Title eg: Apple</p> <p>Edit Alt Text white and black samsung signage</p>	<p>Edit Image Description eg: Red scattered apple</p>

2. Add Section

Add and Edit a Contact Section:



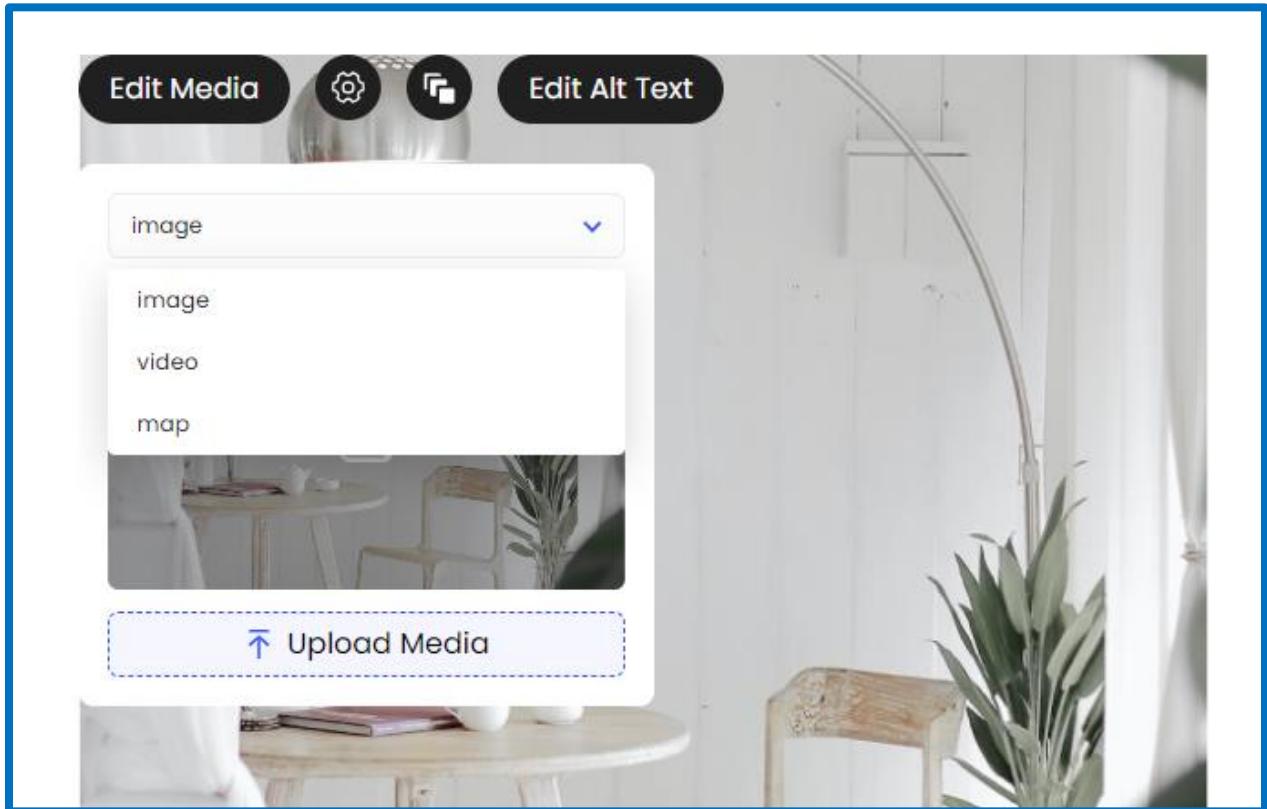
The image shows a user interface for website editing. On the left, a vertical toolbar with a blue background contains icons for adding a section (+), editing (pencil), styling (paint palette), and other page management functions. A modal window titled 'Add Section' is open, listing five section types: 'Contact', 'Blogs', 'Team', 'Testimonials', and 'Call To Action'. Each item has a right-pointing arrow to its right. To the right of the modal is a preview of a 'Contact' page. The preview shows a contact form with fields for name, email, subject, message, and a 'SUBMIT' button. A small 'Add Section' button is overlaid on the preview. Below the preview, there is a map and some text: 'Love to hear from you, Get in touch!'. The entire interface is framed by a blue border.

Click on Add Section to add this section to the current page

2. Add Section

Edit Media:

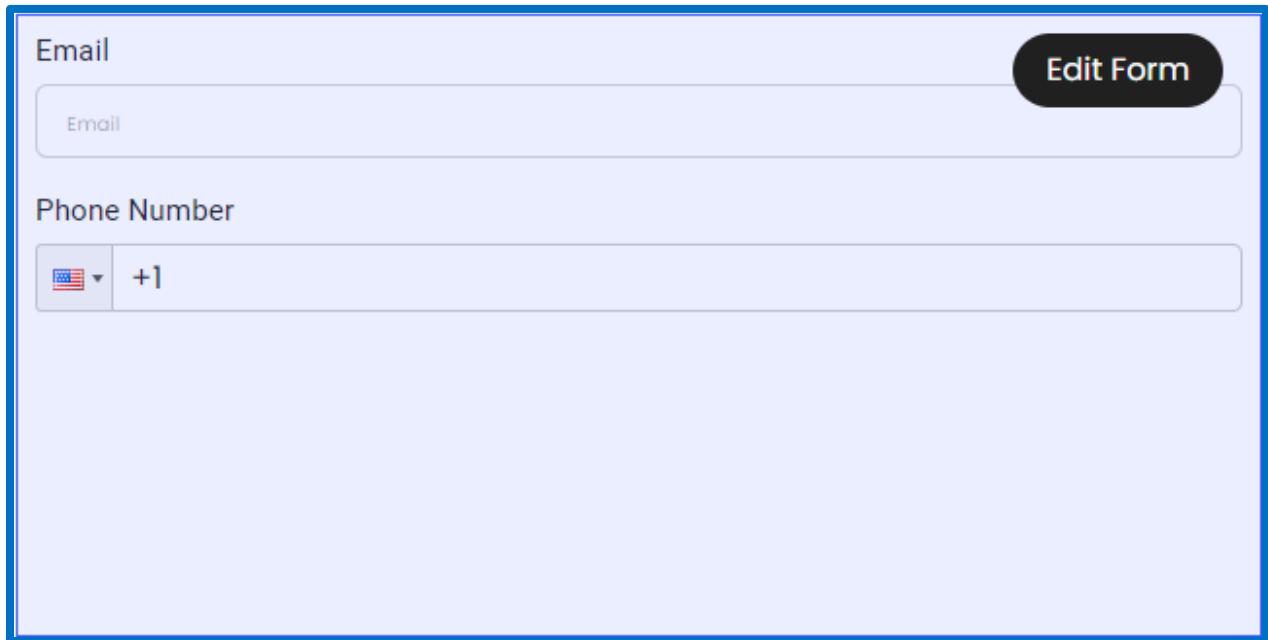
The Edit Media option allows you to choose how to display the section, whether with an image, a small video, or a map featuring a location of your choice.



The settings and the animation functionality has been covered in [1. Edit Site Homepage](#) and Edit Alt Text has been covered in this section [2. Add Section - Add a Booking Service](#)

2. Add Section

You can add additional input fields or create new forms for separate contact sections as needed. For detailed instructions on form editing, please refer to section [11.1: Event List - Edit Event Form](#).



Email

Edit Form

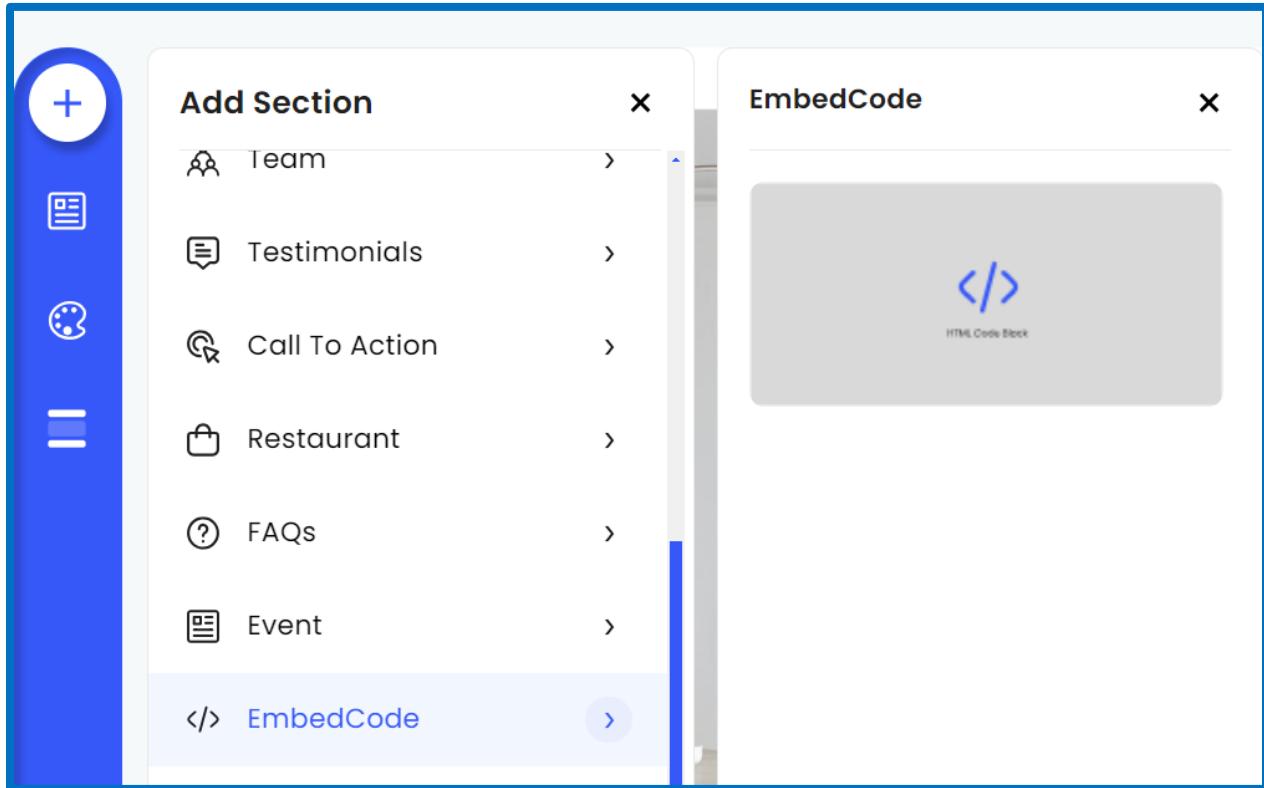
Phone Number

+1

2. Add Section

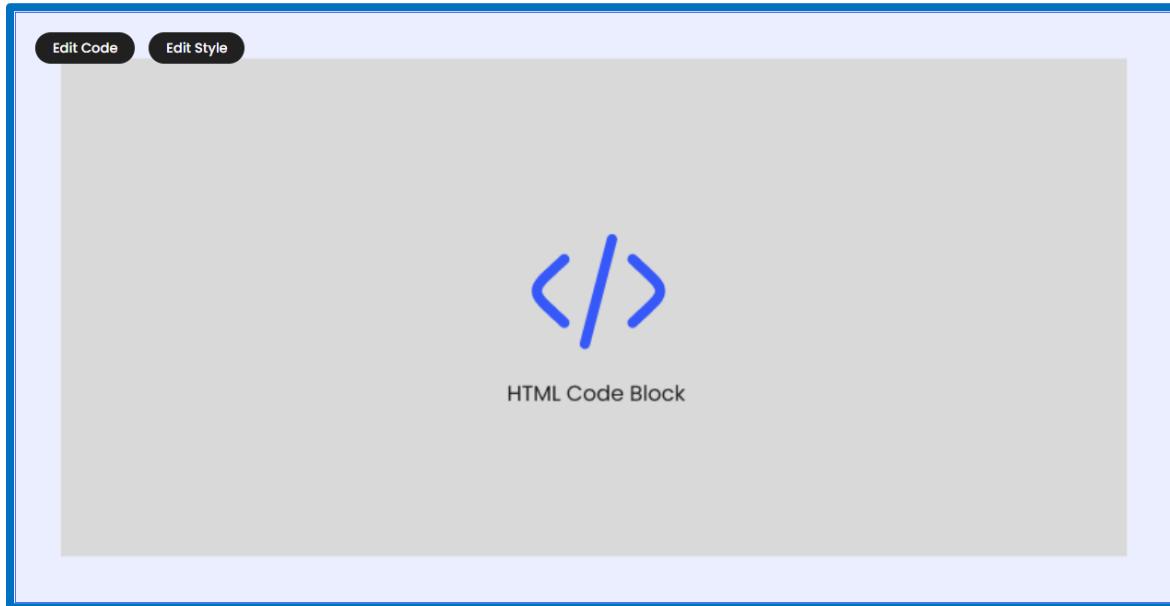
Add and Edit Embed Code Section:

The Embed Code section is primarily intended for users with basic knowledge of HTML and CSS, allowing them to create a section from scratch if they prefer a custom design.



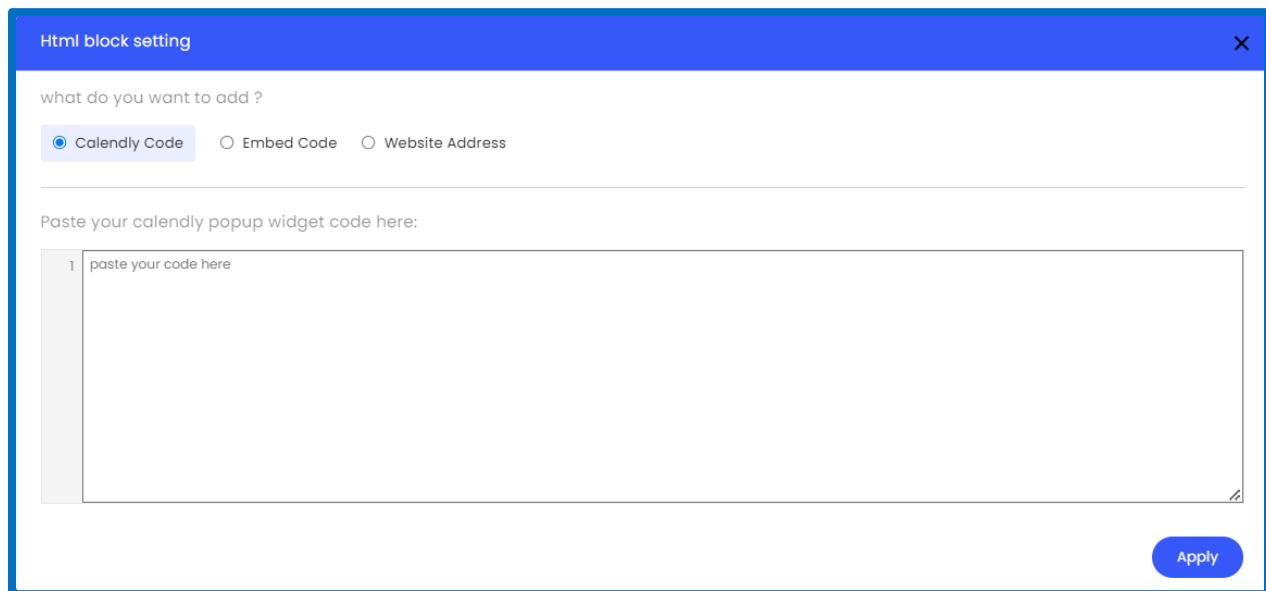
2. Add Section

Edit Code:



Edit Code has 3 options

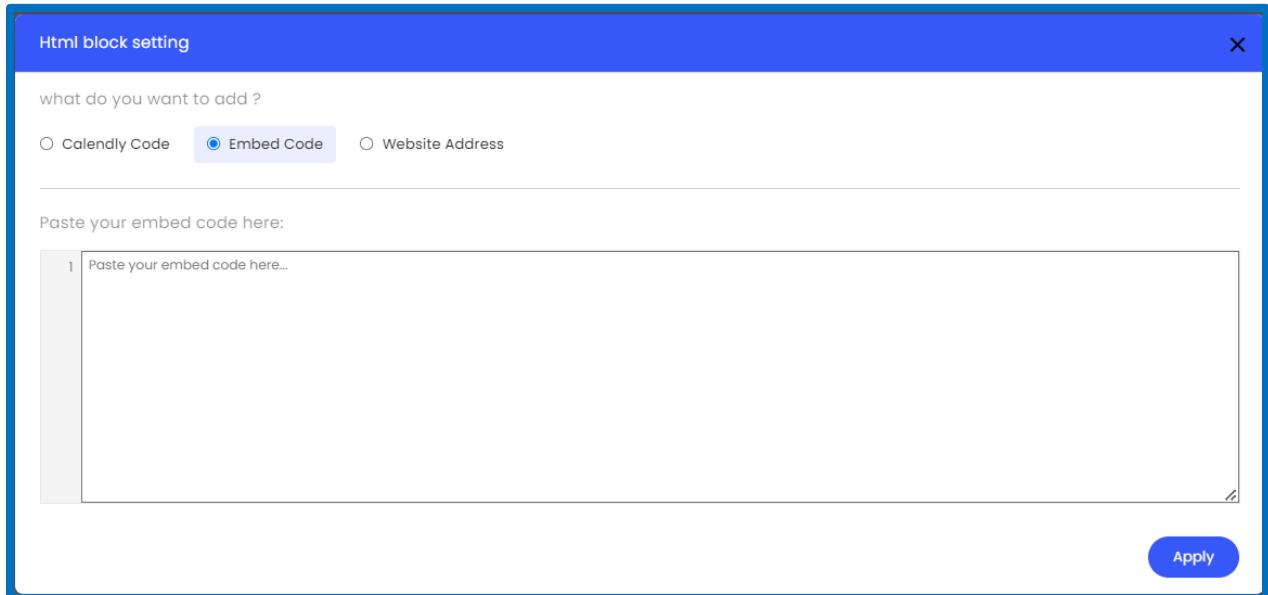
Calendly code:



Paste the widget code from Calendly here. For detailed instructions on obtaining the code, please refer to section [16: Calendly](#).

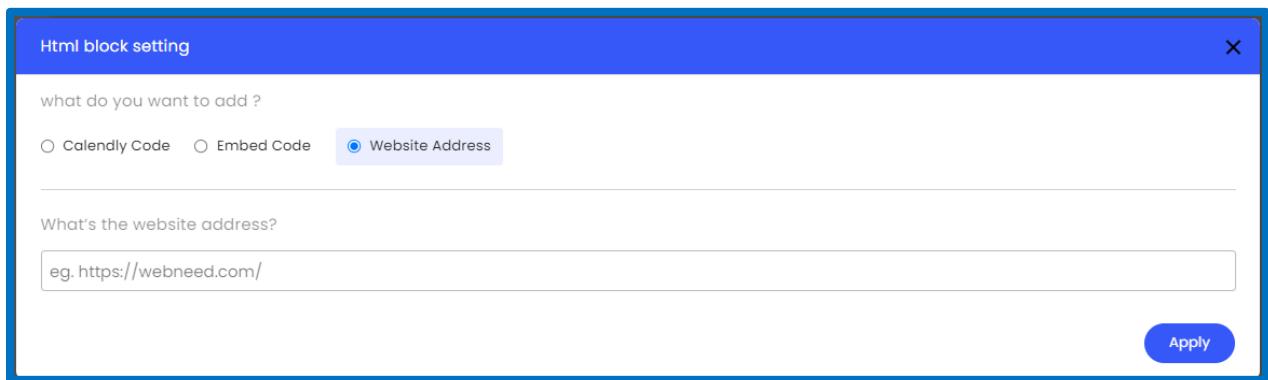
2. Add Section

Embed Code:



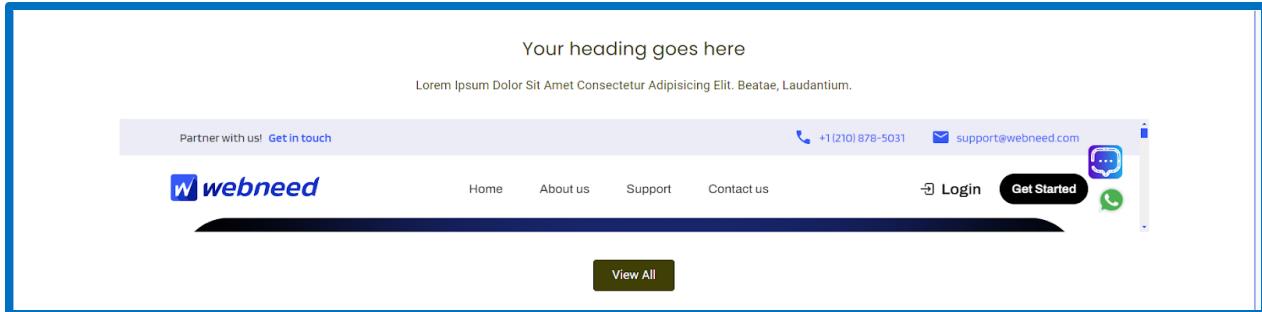
Place the code here for a custom section

Website Address:



Enter a website URL link here, and a preview window of that site will be displayed in this section.

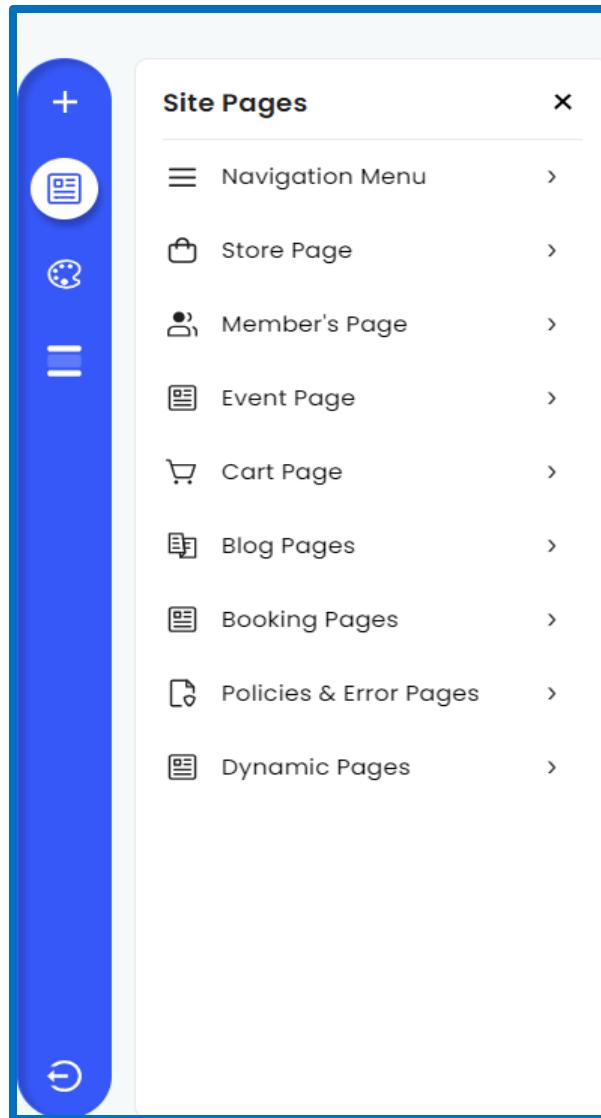
2. Add Section



Preview of Website Address - Embed Code Section

Site Pages

The Site Pages feature simplifies navigation through the various pages available on your website. Additionally, you can create a new blank page as needed, allowing you to customize it by adding relevant sections that align with the page's purpose.

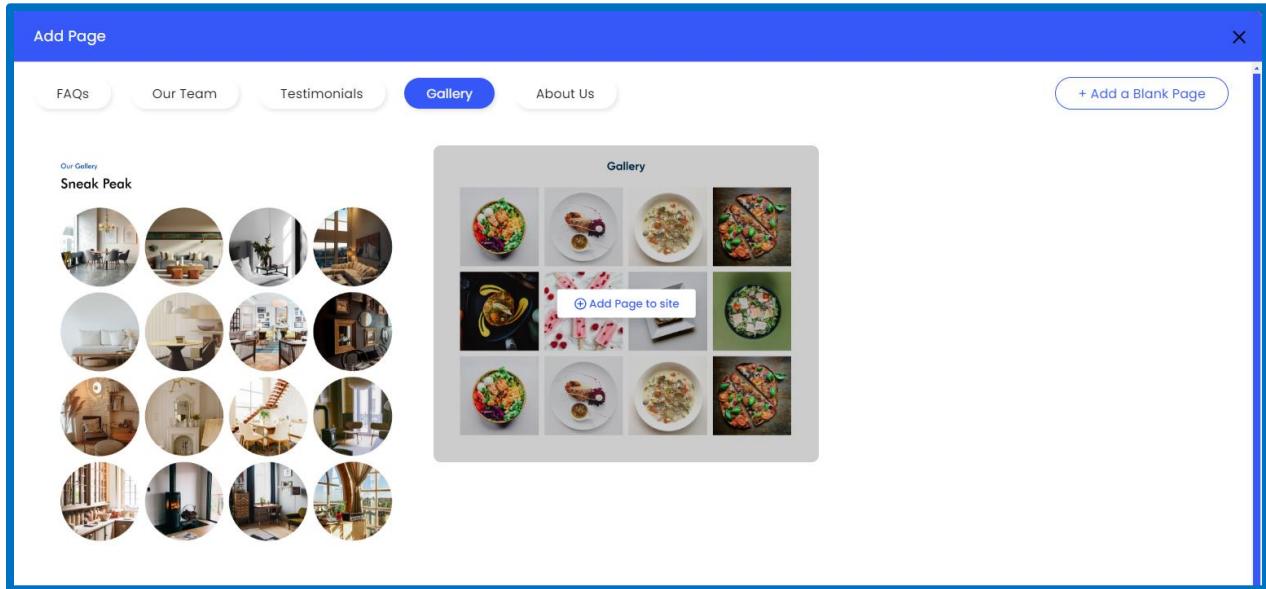


3. Site Pages

Add Page:

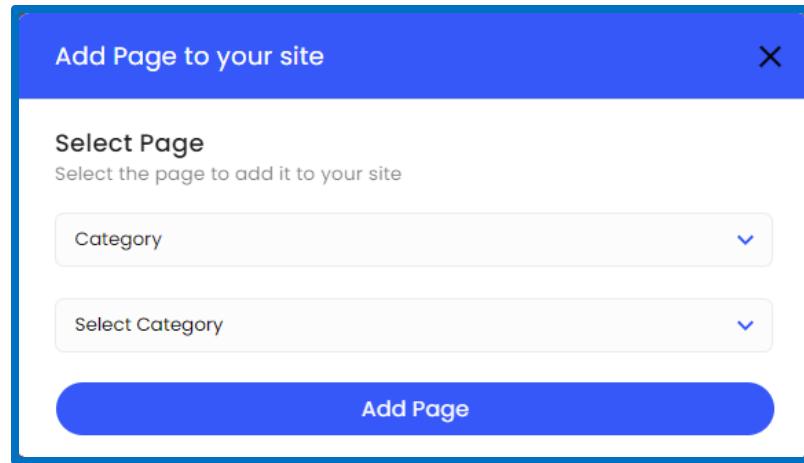
There are two sections—Store and Dynamic Pages—each featuring an "Add Page" button. This option allows you to create a blank page along with a section of your choice. For the Store section, you can add a product category or a collection section to the blank page. Please note that you must create a product category or product collection in the admin side (Section [3.0 Store - 3.1 Product Category](#) & [3.2 Product Collection](#)) before you can add

the category/collection page in this section. In the Dynamic Pages section, you can include sections for FAQs, team information, testimonials, a gallery, or an "About Us" section. Alternatively, you have the option to add a completely blank page without any predefined sections.



Add Page (Dynamic Pages)

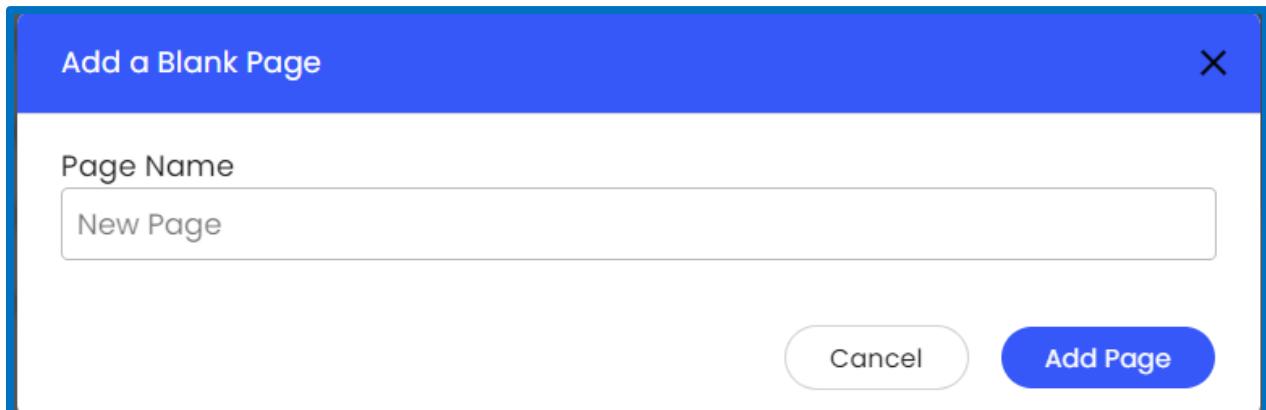
3. Site Pages



Add Page (Store section)

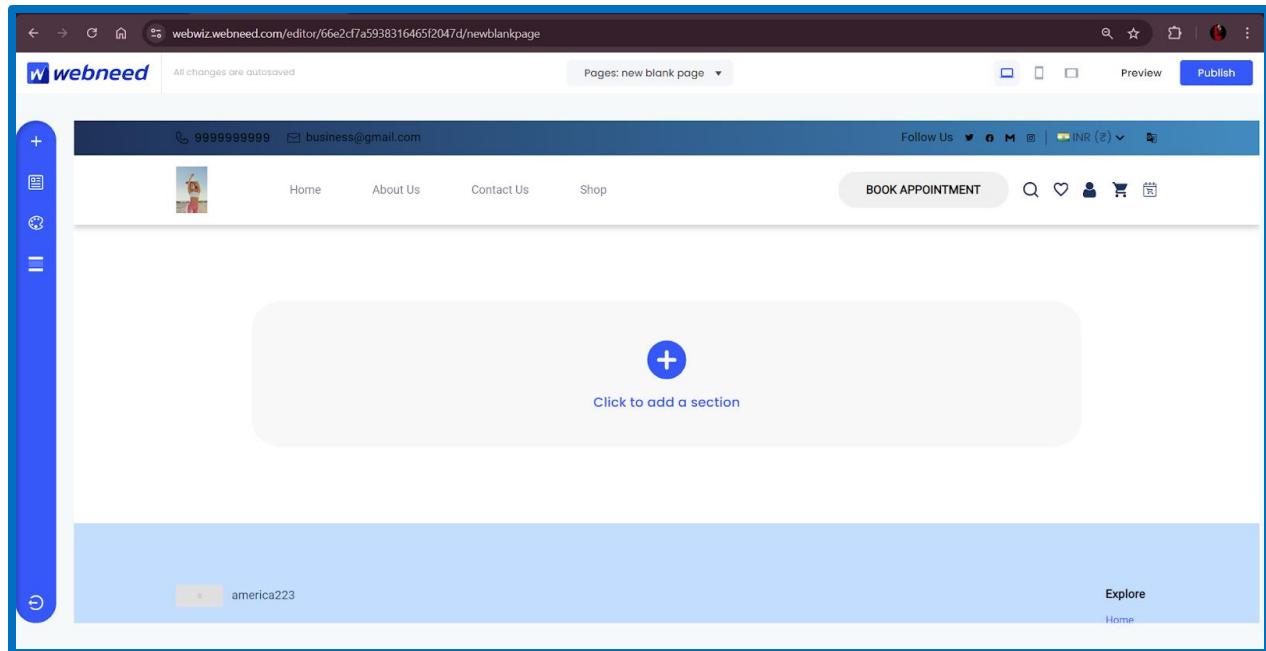
Add Blank Page:

If the section features the "Add Blank Page" button, it indicates that there are no predefined sections available for selection, allowing you to directly create a new blank page.



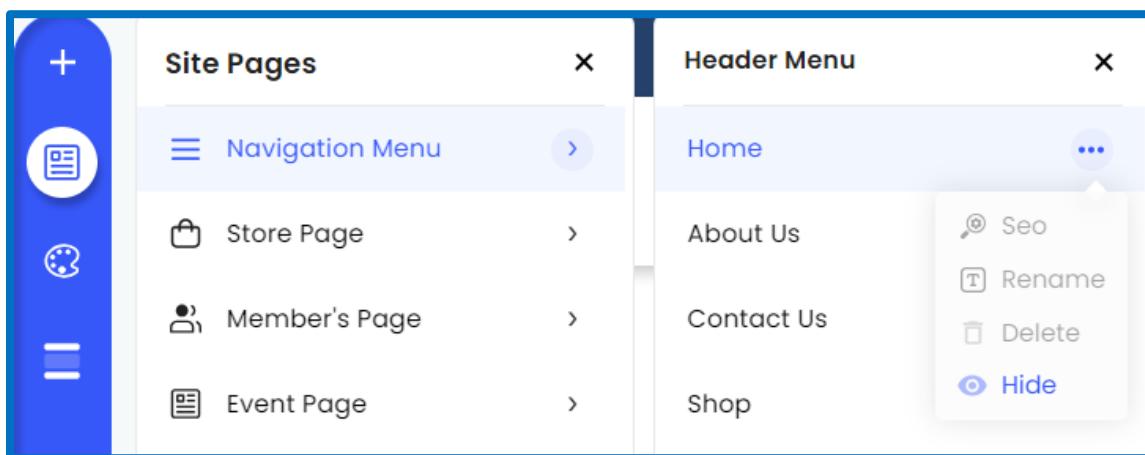
Enter a name for the blank page and click on Add Page

3. Site Pages



Blank Page

Side Settings:

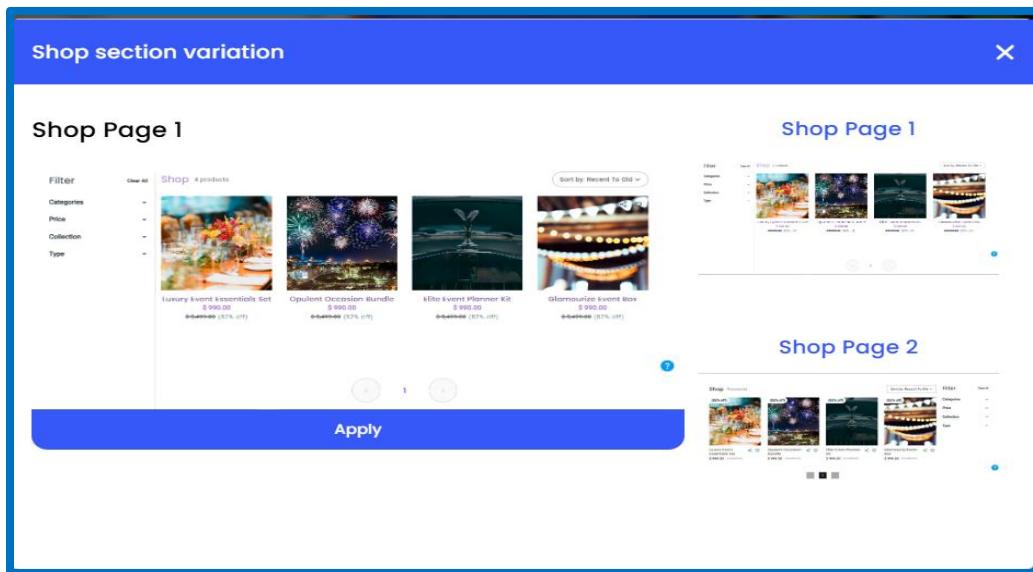
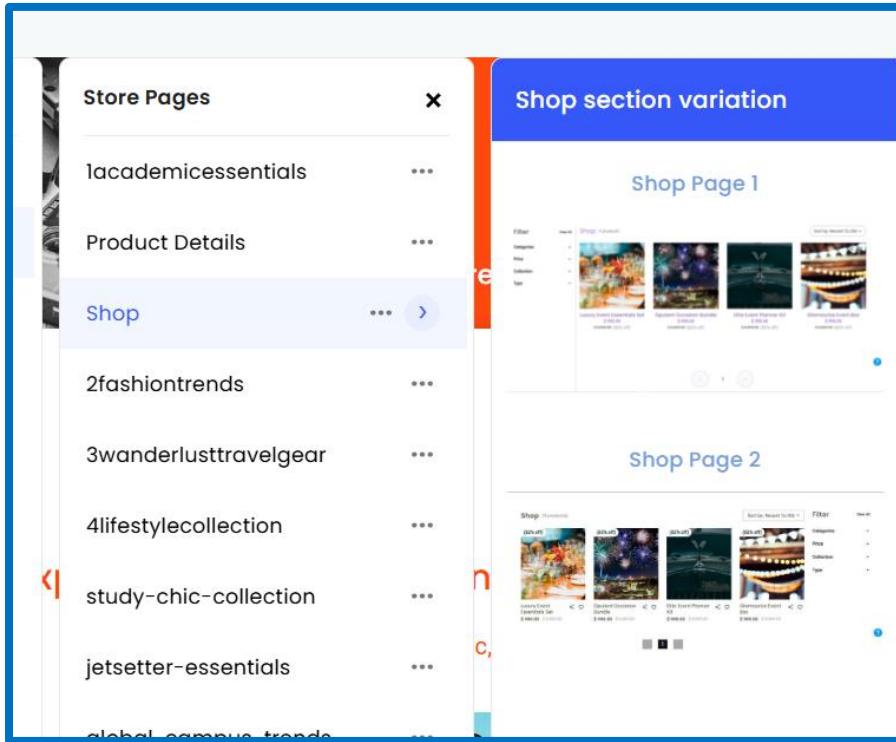


You can enhance SEO, Rename, Delete or Hide Webpages. For more instruction on SEO, refer to section [10. SEO](#)

3. Site Pages

Section Variations:

When you Select on the arrow section of a page, you can preview and apply layout to that page.



Preview Window

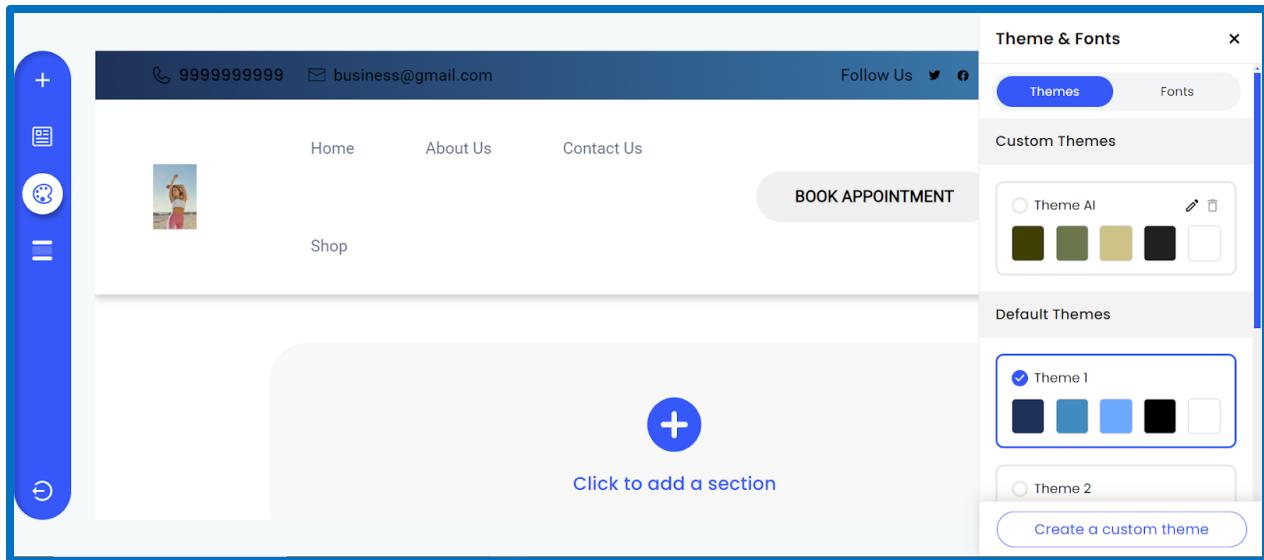
3. Site Pages

Variation Layout 1

Variation Layout 2

4. Theme and Fonts

This section enables you to change the theme and color scheme of your website if you decide to adjust. Additionally, you can modify the font of the displayed text to better suit your preferences.

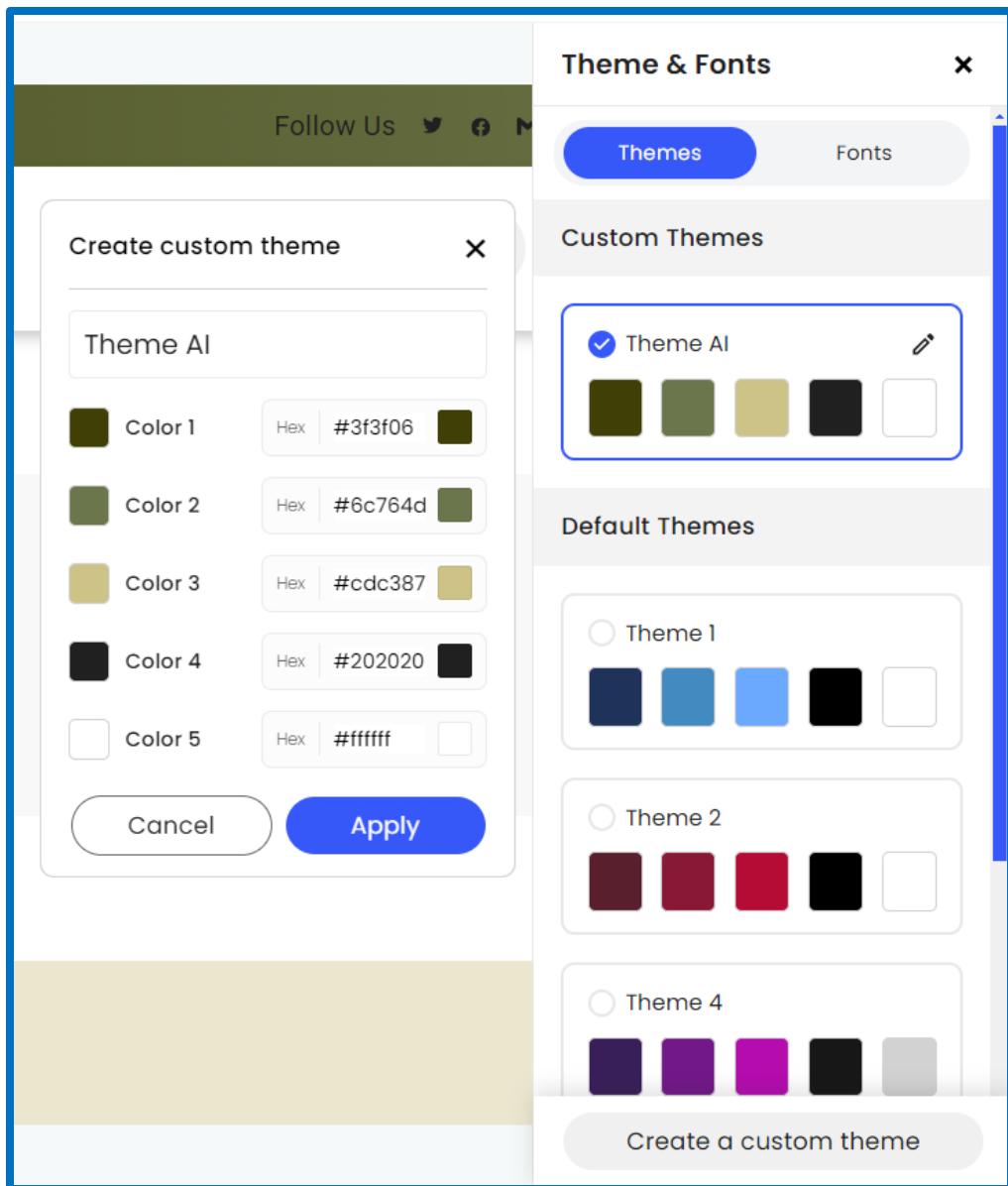


Clicking on the palette icon will reveal the Theme and Font section on the right side of the screen.

4. Theme and Fonts

Theme

You can choose a theme from the provided list or click on "Create Custom Theme" to select your own color palette for the website. If you prefer to make partial changes, simply select a theme from the list and click on "Edit Theme" to modify an existing theme, allowing you to customize it without starting from scratch.

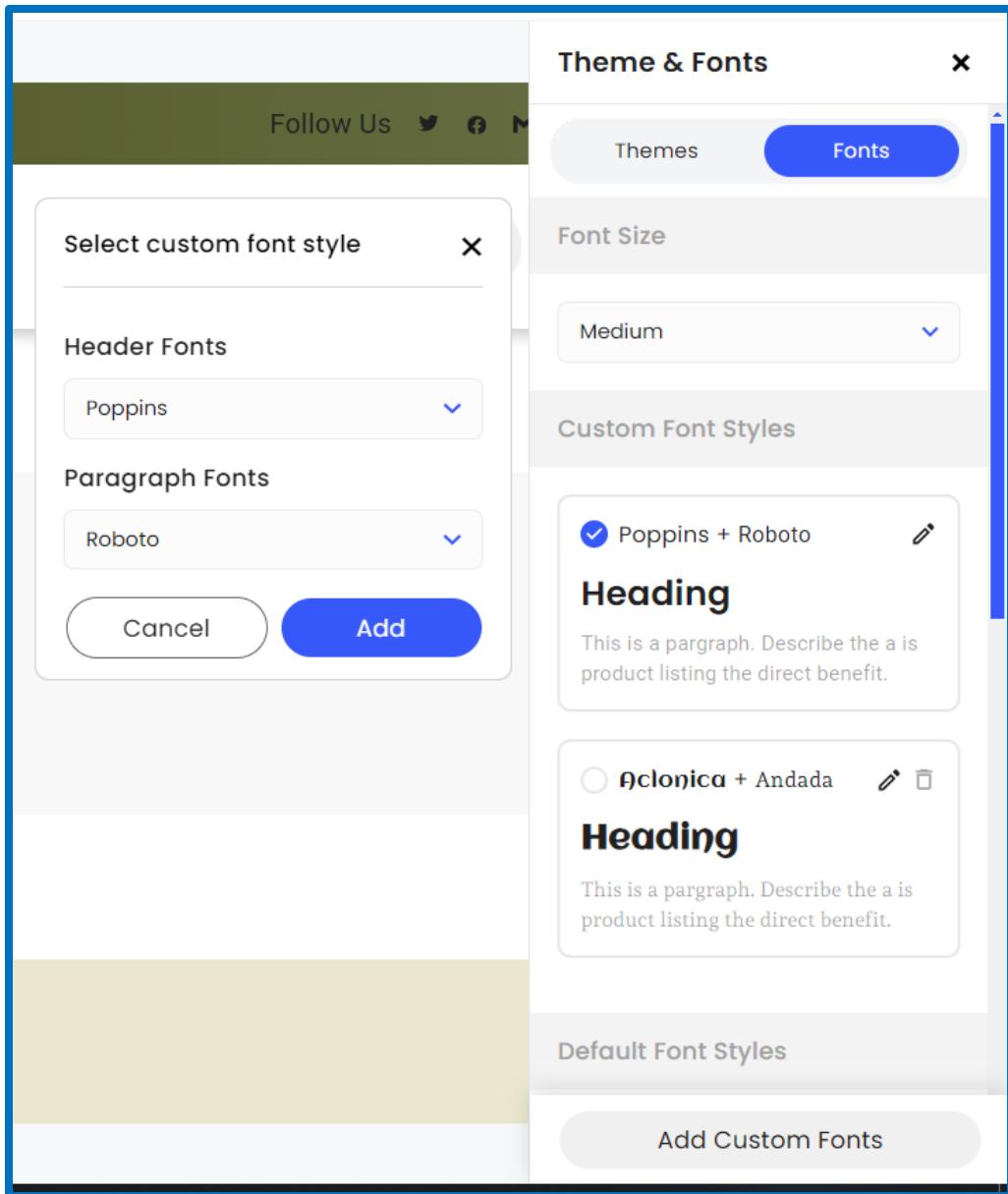


Click "Apply" to save your changes or select "Cancel" to discard them.

4. Theme and Fonts

Fonts

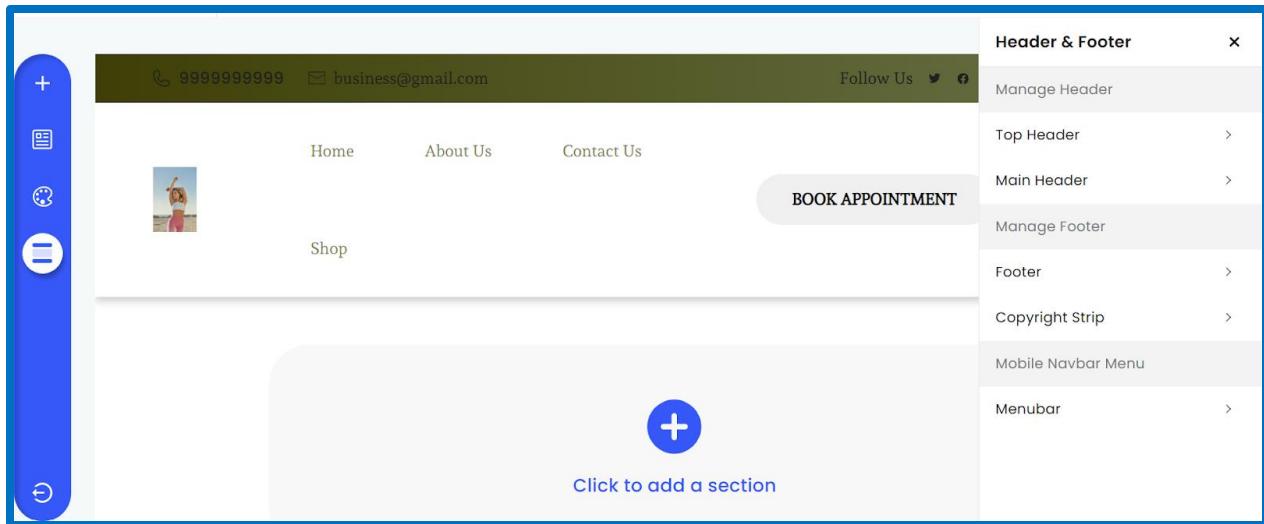
Change the font style of your website's text to enhance its appearance.



Click "Edit" to select a font from the available font list. You can choose different fonts for headings and paragraph text, as well as adjust the text size to your preference. Additionally, you can select font styles from the Default Font Styles list for convenience.

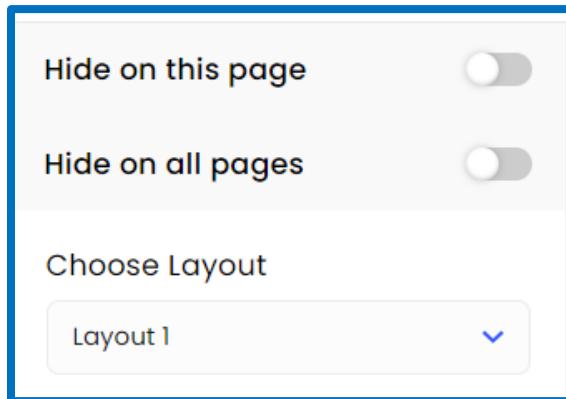
5. Header & Footer

The Header and Footer section enables you to modify the layout and content of your website's headers and footers, allowing for a more tailored design.



5.1 Top Header:

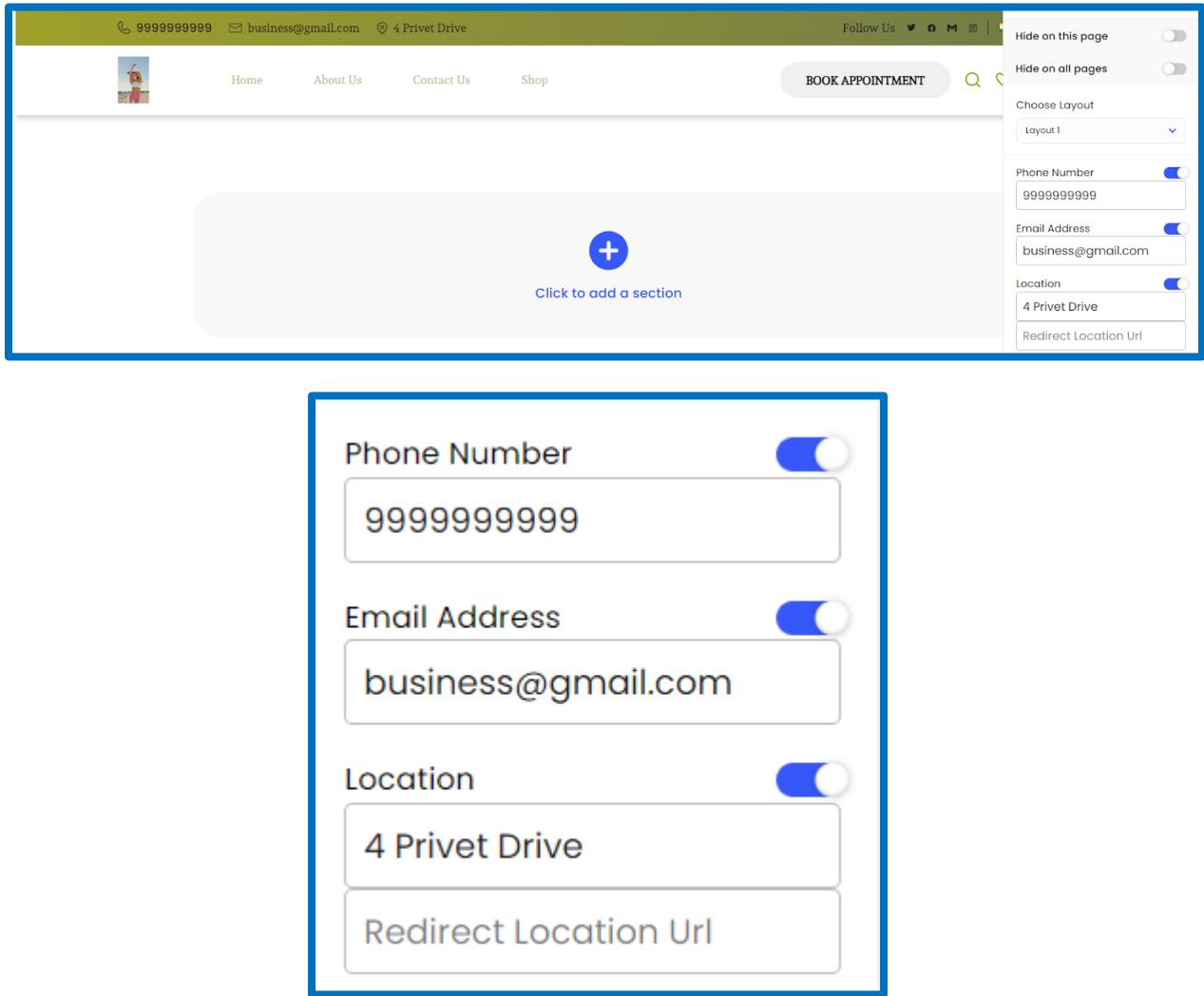
The Top Header is the uppermost strip on your website. You can choose between two layout options and customize the content within each layout.



You can choose to hide the Top Header on a particular page or all pages

5.1 Top Header

Top Header Layout 1:



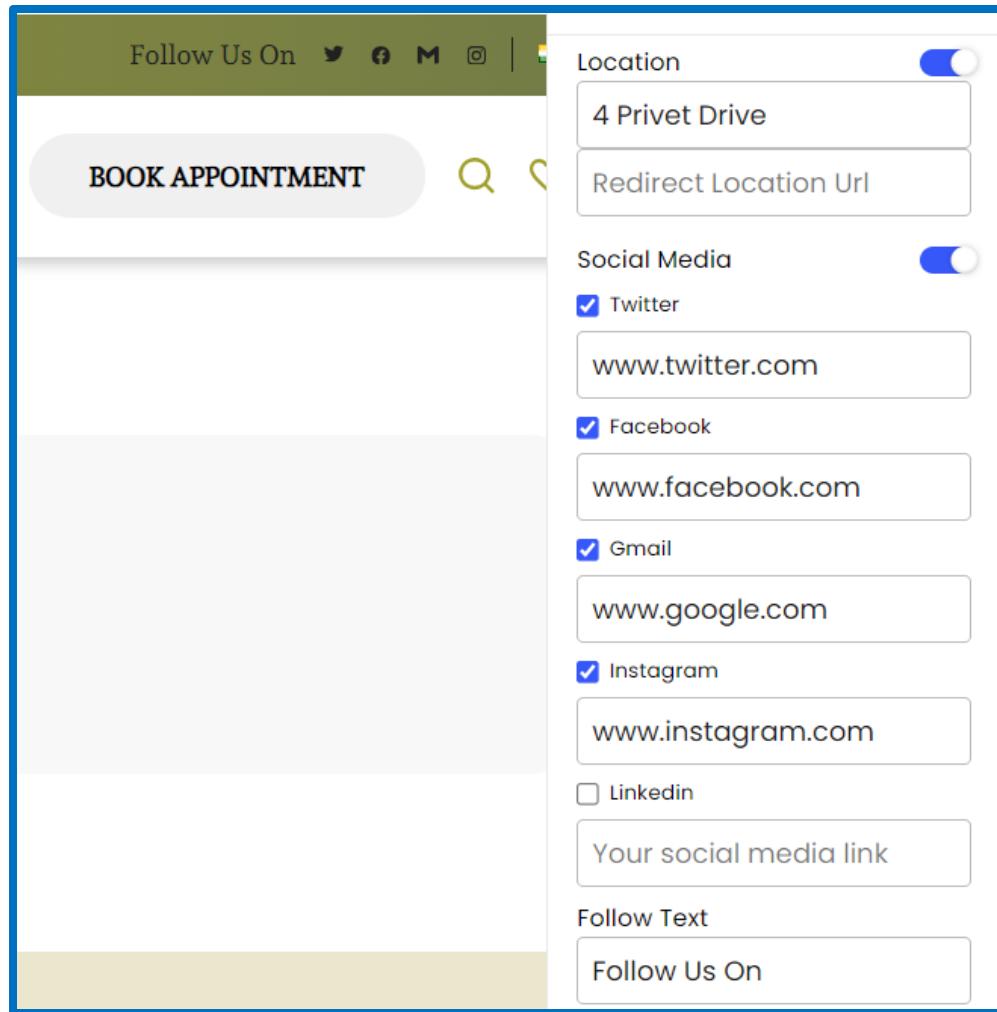
The screenshot shows a website header configuration interface. At the top, there is a green bar with contact information: a phone icon and '9999999999', an envelope icon and 'business@gmail.com', and a location pin icon and '4 Privet Drive'. To the right of this bar are social media icons for Follow Us (Twitter, Facebook, etc.) and a search bar with a magnifying glass icon. Below the green bar is a navigation menu with links for Home, About Us, Contact Us, and Shop. To the right of the menu is a 'BOOK APPOINTMENT' button. On the far right, there is a sidebar with several configuration options:

- Hide on this page (switch off)
- Hide on all pages (switch off)
- Choose Layout (Layout 1 selected)
- Phone Number (switch on, value: 9999999999)
- Email Address (switch on, value: business@gmail.com)
- Location (switch on, value: 4 Privet Drive)
- Redirect Location Url (disabled)

In the center of the page, there is a large, light-gray rectangular area with a blue plus sign icon and the text 'Click to add a section'.

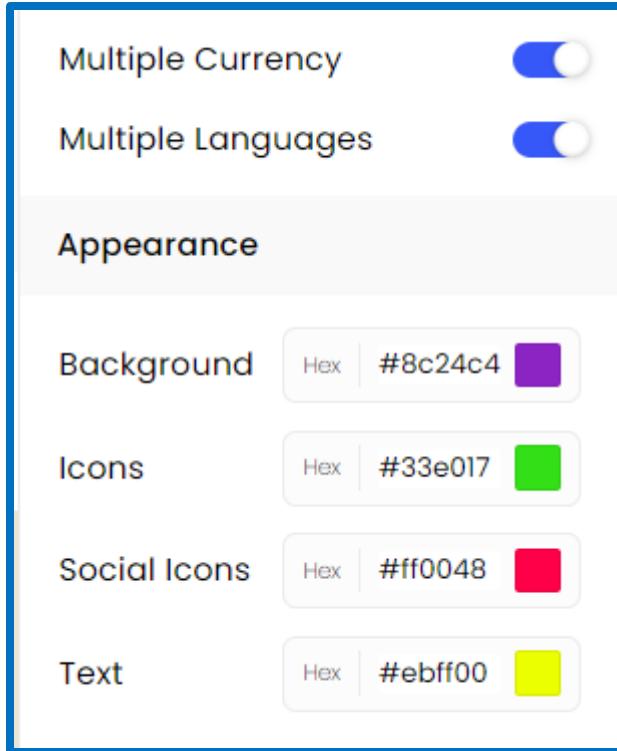
In Layout Option 1, you can choose to display a phone number, email address, and physical address. Additionally, you have the option to provide a URL link for the physical address.

5.1 Top Header



You can provide links to your social media accounts, limited to X (formerly known as Twitter), Facebook, Gmail, Instagram, and LinkedIn. Additionally, you can include a text label next to the links, such as "Follow us," which is commonly used by businesses to encourage engagement.

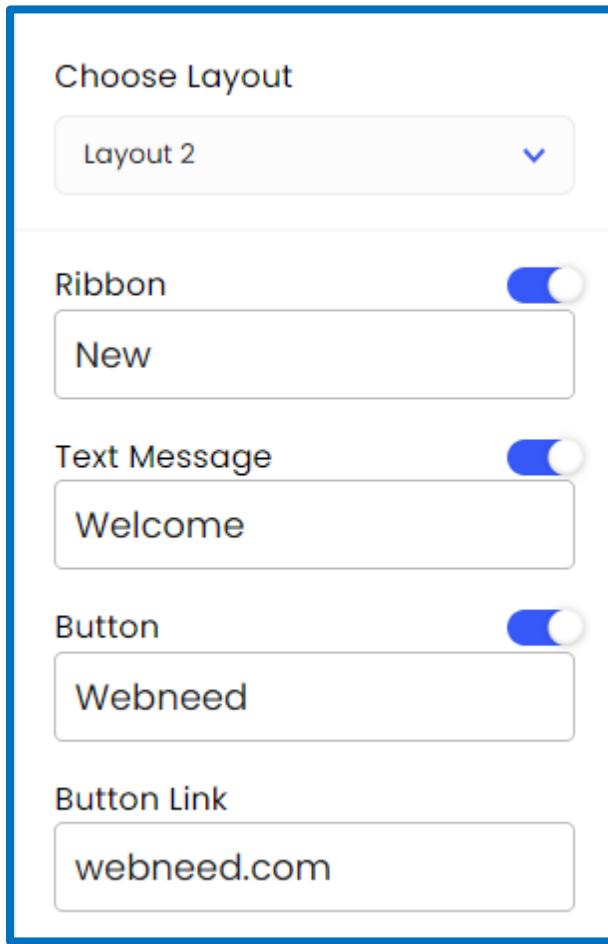
5.1 Top Header - Layout 1



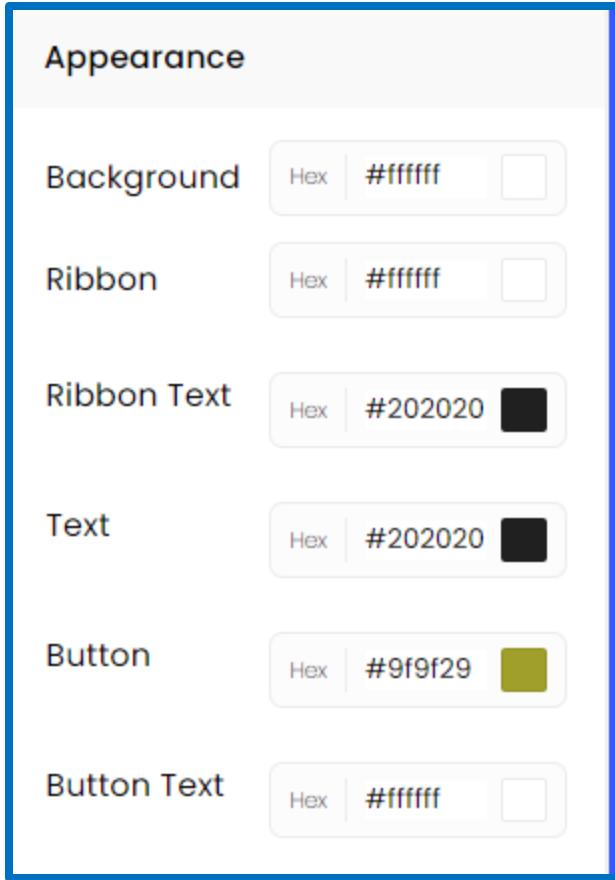
If you have added an additional currency in Section 22: Settings - Currency Settings, you will see a toggle option here that allows users to change the website's currency according to their preference, provided the toggle is enabled.

Additionally, you can offer users the option to change the website's language. You can also customize the colors of the top header background, as well as the icons for contact, email, and location, along with the social media icons. The text color of the top header can also be modified. All colors can be distinct or similar, depending on your design preferences.

Top Header Layout 2:



Layout 2 provides a more streamlined option for your top header, ideal for displaying only essential information. You can include a ribbon text, followed by a brief message to share important updates with your users. Additionally, you can add a button with a URL link for easy access to further information.



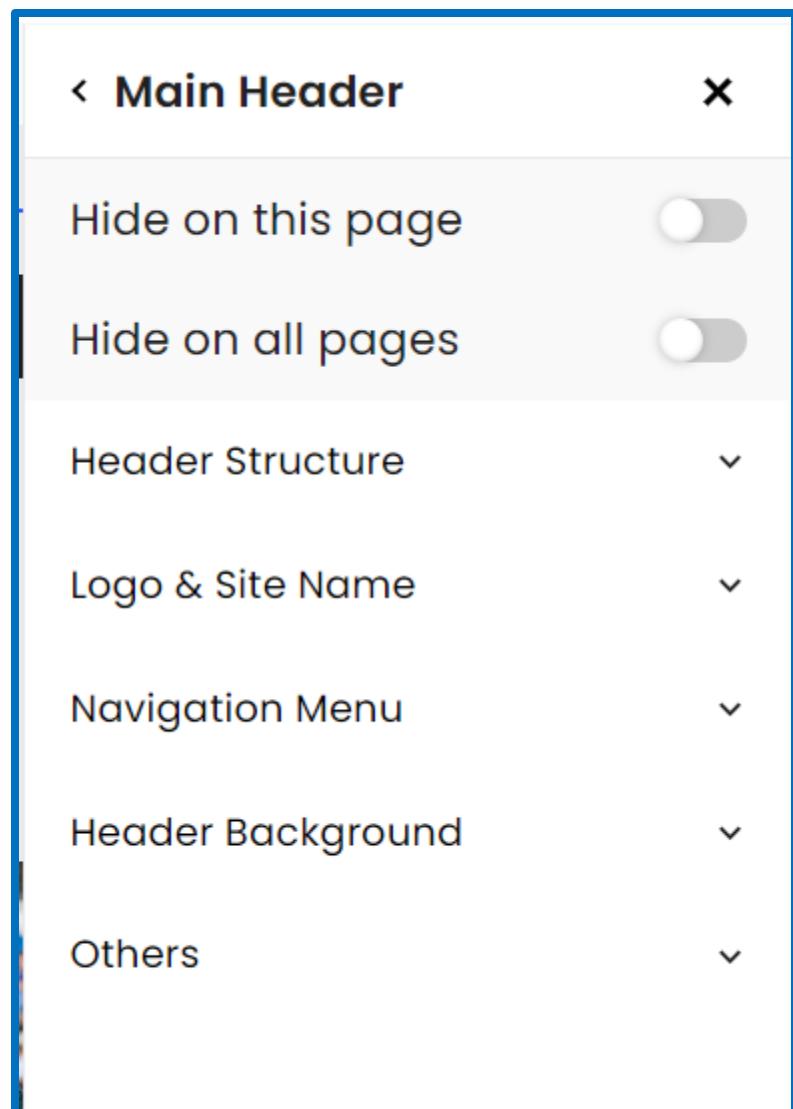
This section allows you to customize various elements of the top header, including:

- **Background Color:** Change the background color of the entire top header.
- **Ribbon Background and Text:** Adjust the color of the ribbon background and its text.
- **Text Message:** Modify the color of the text message.
- **Button and Button Text:** Change the color of the button and its text.

You have the flexibility to choose different colors for each element, allowing for a unique design or a cohesive theme.

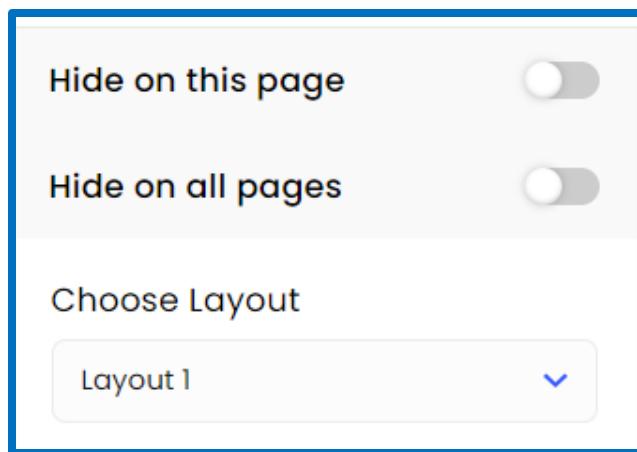
5.2 Main Header

The Main Header is the section where you showcase your website logo and display navigation links for easy access.



All Sections in Main Header

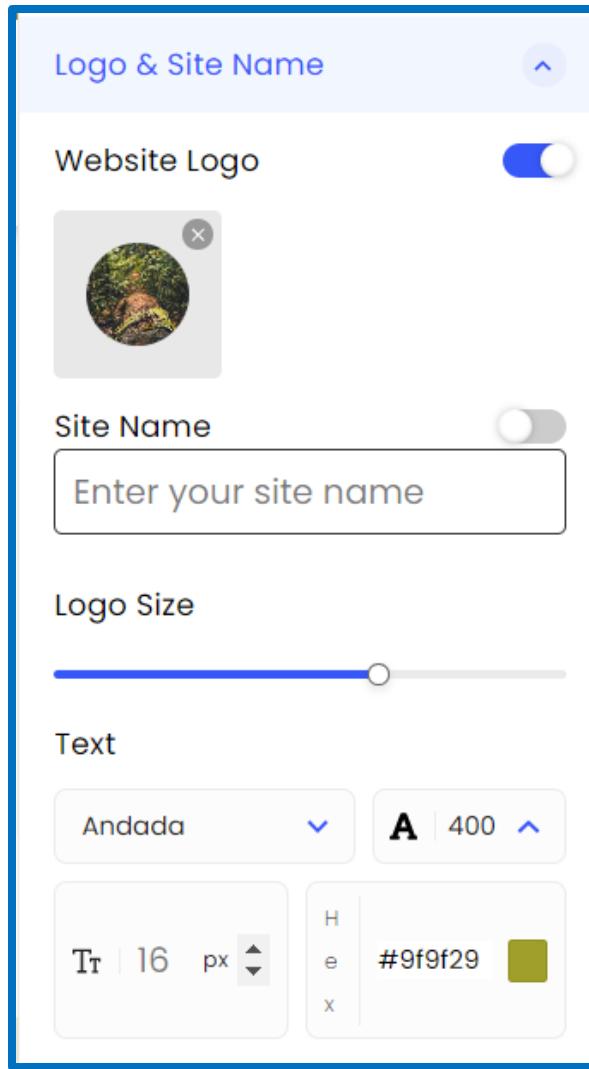
5.2 Main Header



You can choose to hide the Main Header on a particular page or all pages

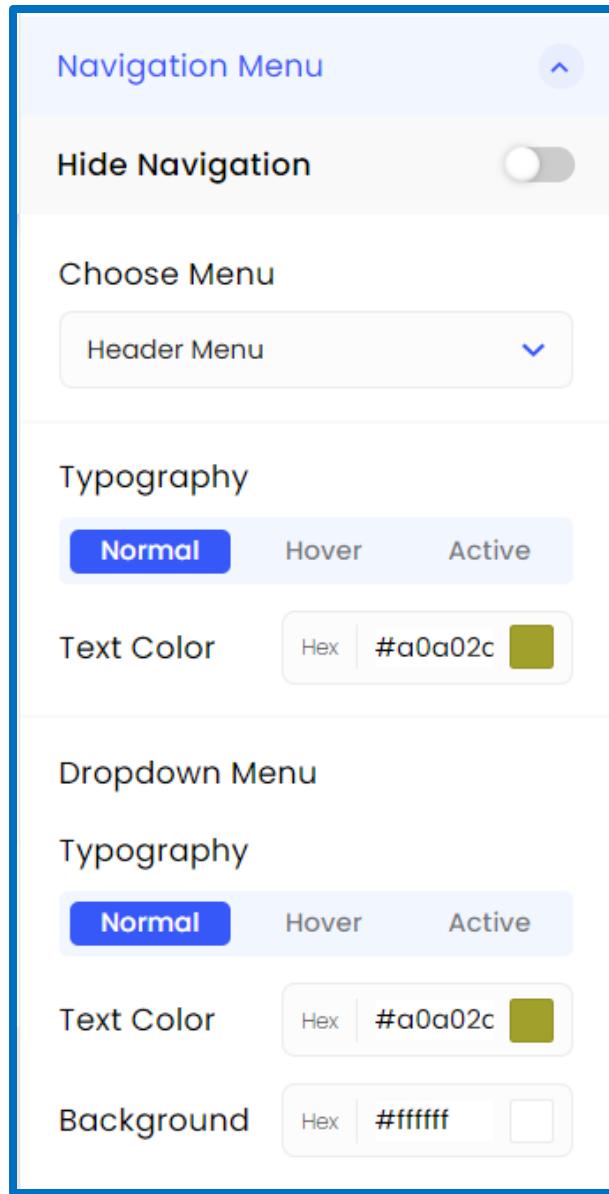


This Section allows you to choose the layout of your Main Header



This section allows you to change the logo displayed in your Main Header and modify or add your business or website name. You can adjust the size of your logo and customize the size, font, thickness, and color of your website name to achieve your desired look.

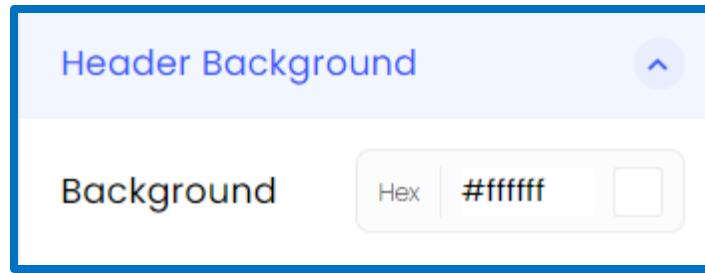
5.2 Main Header



The Navigation Menu allows you to completely customize your navigation options by selecting a different menu from the "Choose Menu" dropdown. For detailed instructions on adding another navigation menu, please refer to Section [2.4: Navigation - Store](#).

Additionally, you can customize the color of the navigation menu items for three states: static, hover (when the cursor is over an item), and active (when clicked).

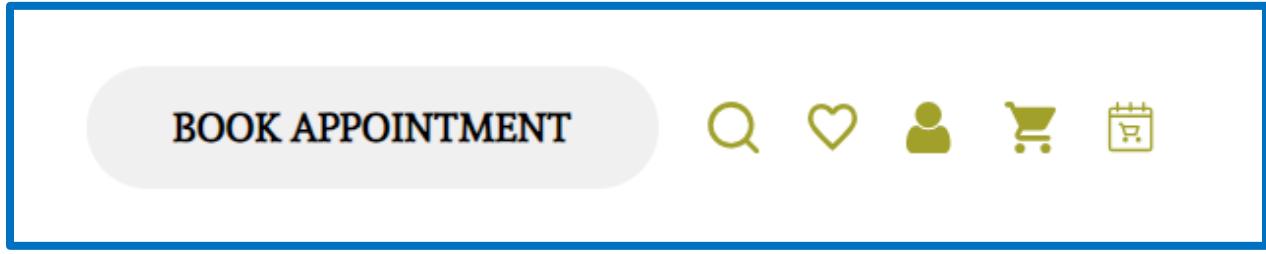
5.2 Main Header



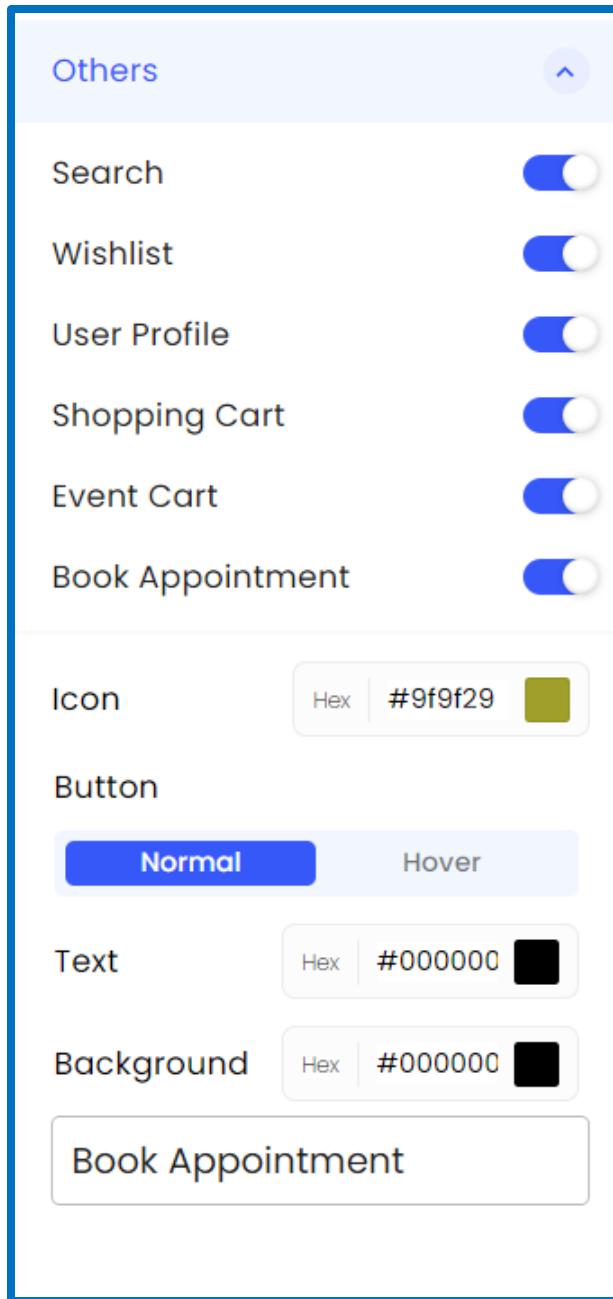
This section allows you to change the background color of the main header

Others Section:

You can enable additional quick functionality icons such as cart, book appointment, Wishlist, and user profile by toggling the corresponding options.



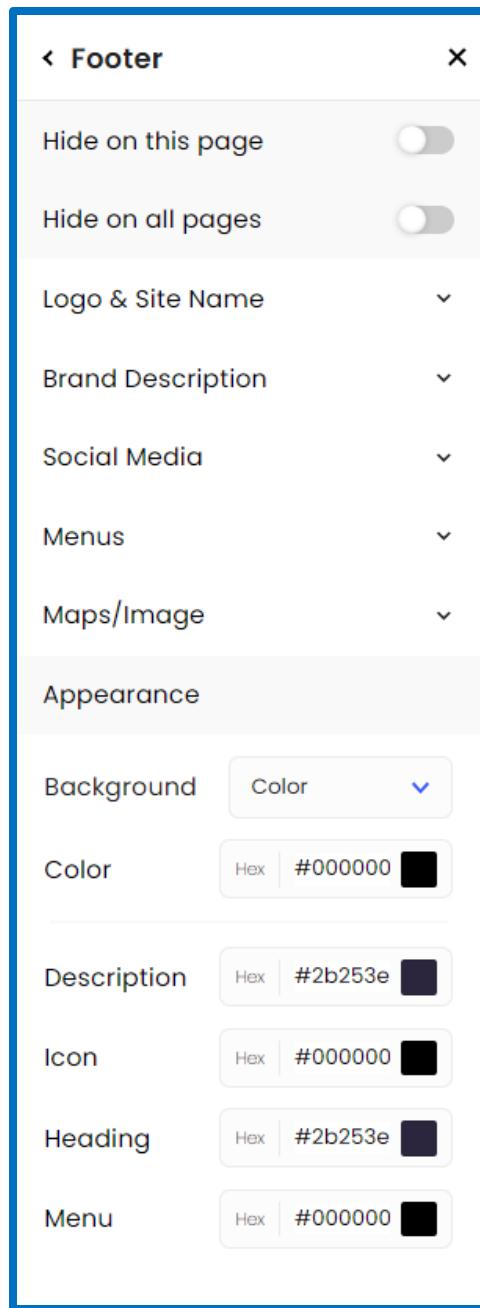
To display these icons on your main header, turn on the toggle button in the “Others” section.



The Others section allows you to enable quick action toggles. Additionally, you can modify the colors of these icons in both static and hover states. You also have the ability to change the text and color of the button for booking appointments.

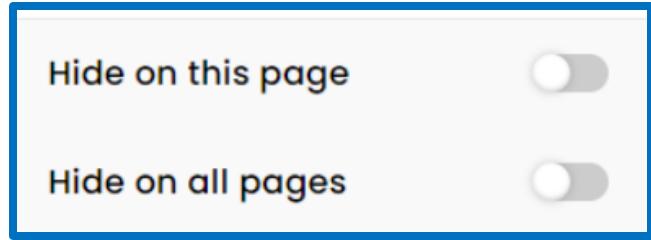
5.3 Footer

The Footer is the bottom section of a website, typically containing additional navigation links, contact information, and other important content.

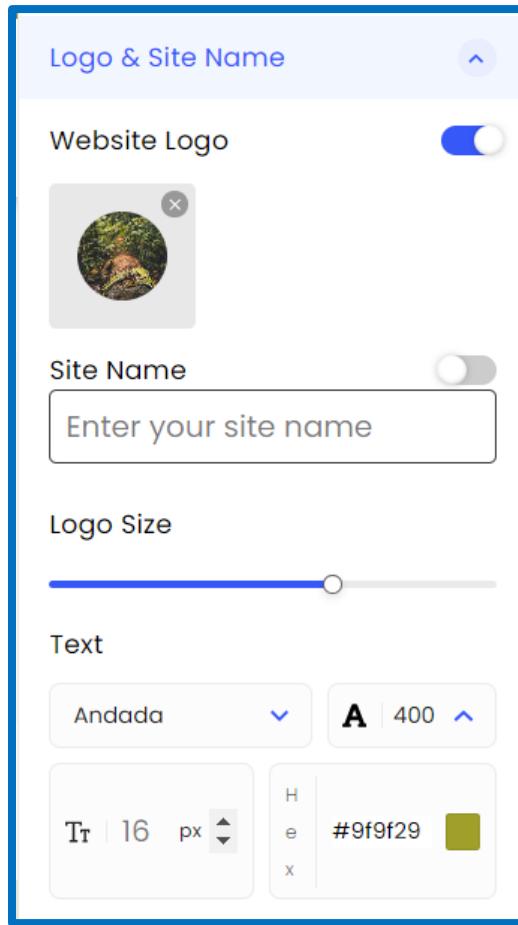


All Section in Footer

5.3 Footer

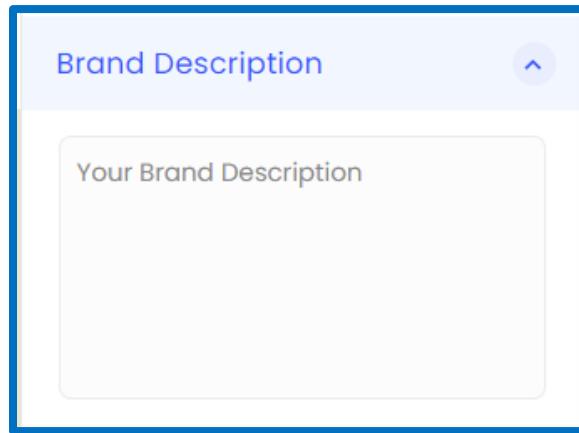


You can choose to hide the Footer on a particular page or all pages

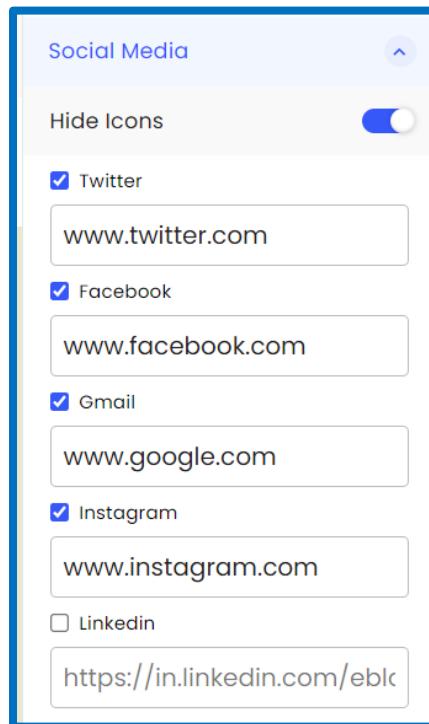


This section allows you to change the logo displayed in your Main Header and modify or add your business or website name. You can adjust the size of your logo and customize the size, font, thickness, and color of your website name to achieve your desired look.

5.3 Footer

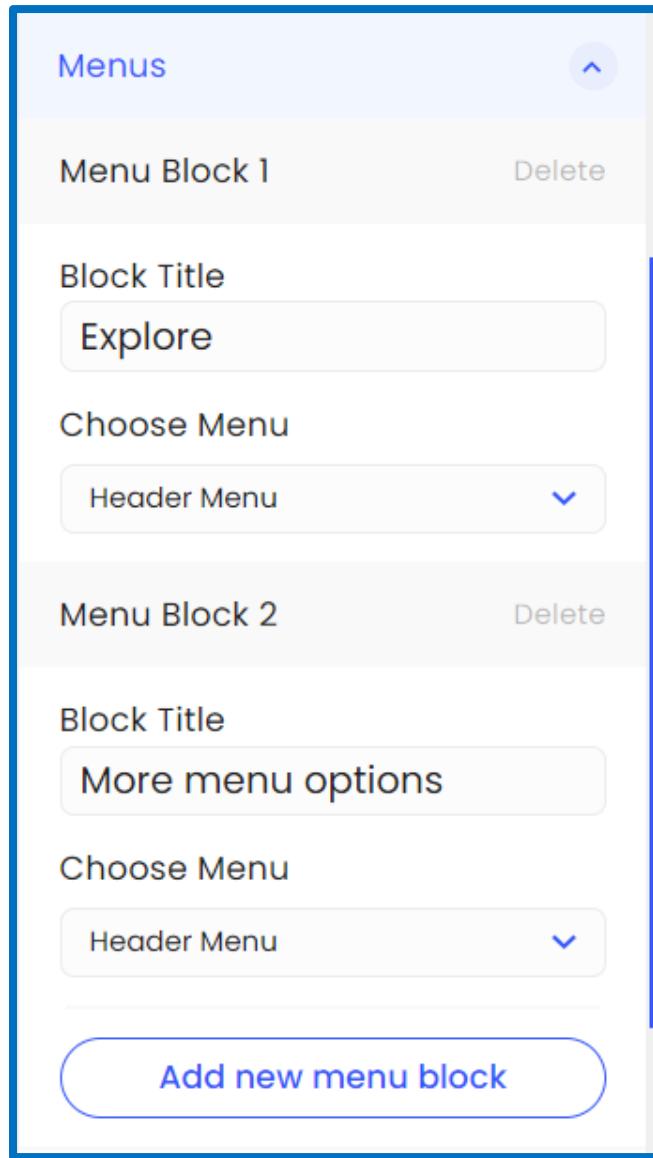


This section enables you to showcase important details about your brand or business, enhancing your footer section and strengthening your overall branding.

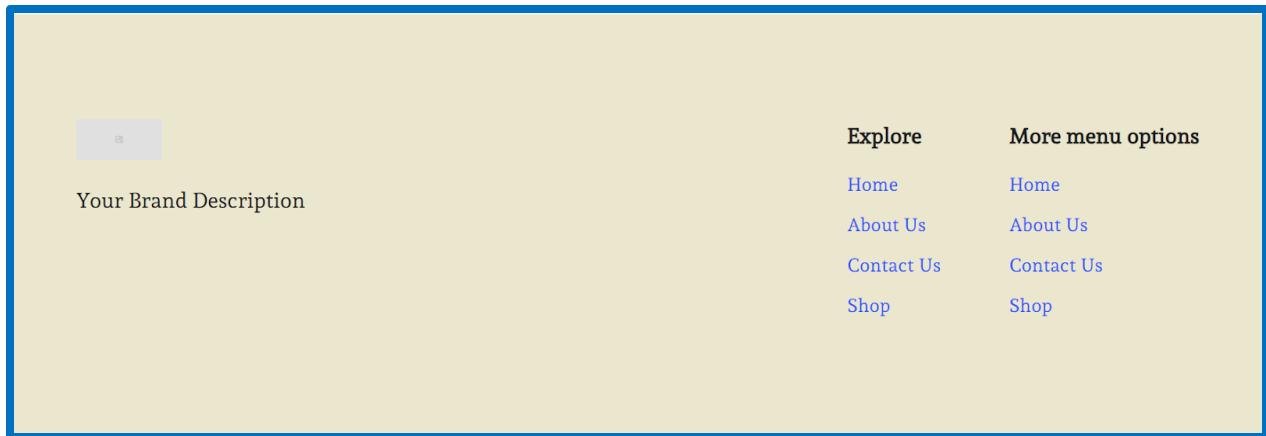


You can provide links to your social media accounts, limited to X (formerly known as Twitter), Facebook, Gmail, Instagram, and LinkedIn.

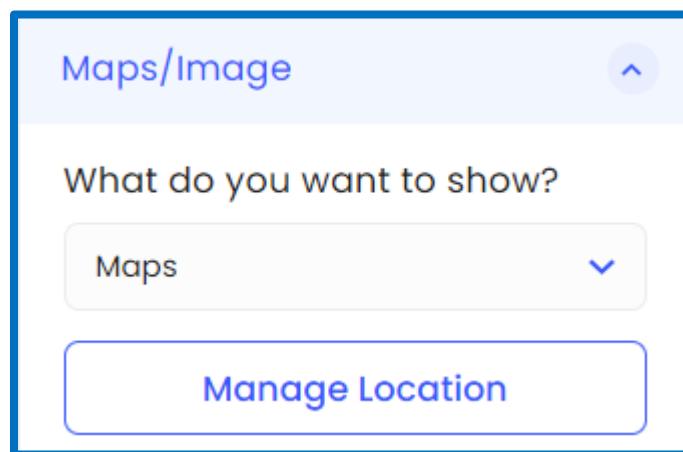
5.3 Footer



The Menus Section allows you to add multiple menu options to the footer. Simply provide a title for the block and select a navigation menu from the list. For more information on creating navigation menus, please refer to Section [2.4: Navigation - Store](#).



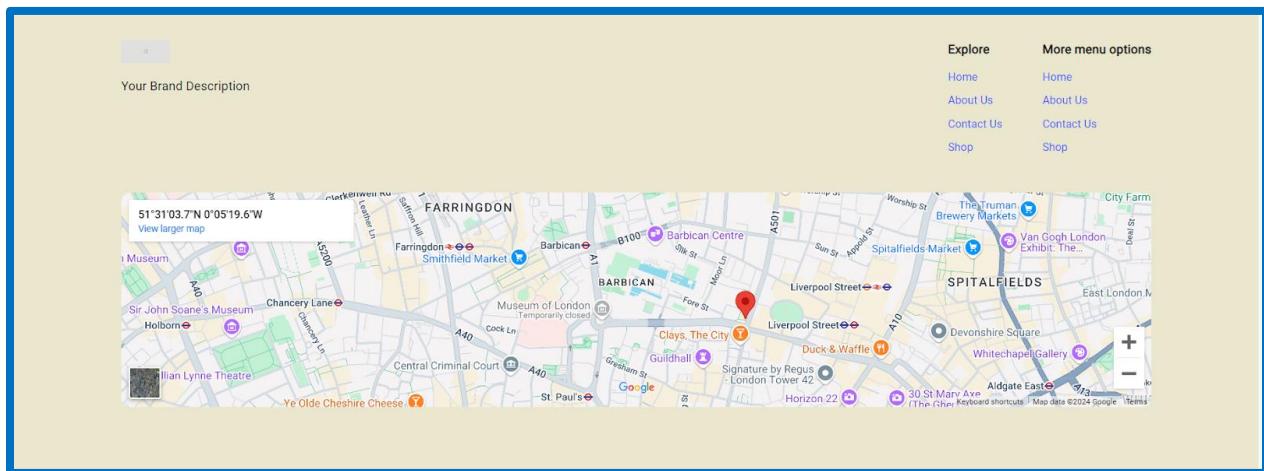
Preview of multiple menu blocks



This section allows you to either display a map or an image in the footer section



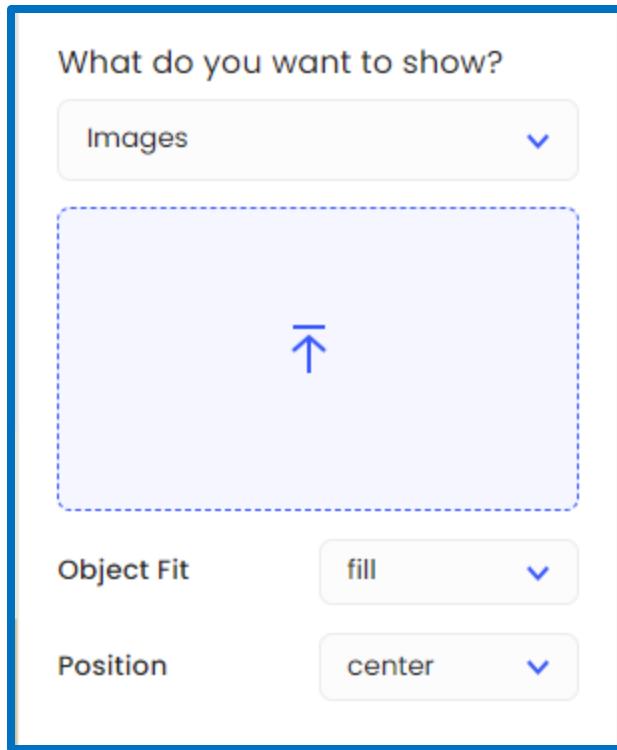
When you click on "Manage Location," you will be prompted to enter a location. After entering your search, scroll down to select the appropriate location from the generated list, and the map will be added to the footer menu.



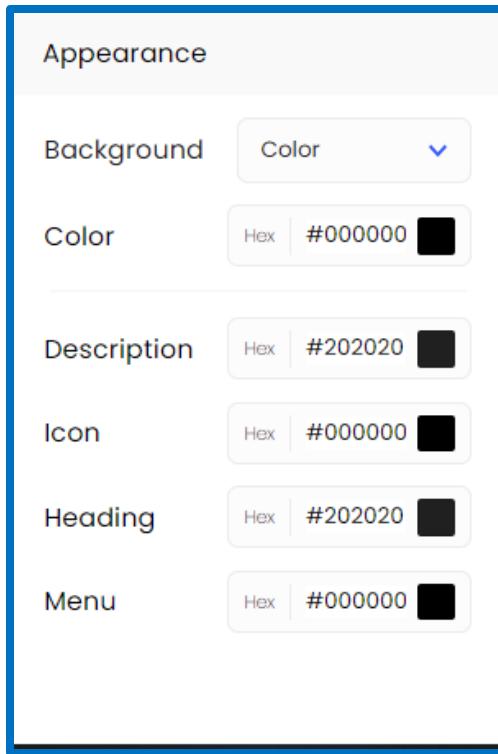
Preview of the footer menu with the map

5.3 Footer

Display an image in Footer



- Select an image from Unsplash or upload your own by clicking the icon. For more information on adding images, please refer to Section 3.1: Add Product - Uploading an Image - Store.
- Using the Object Fit option, you can choose how the image fits within the designated area: select "Contain" to fit the entire image, "Cover" to fill the area, or "Auto" for automatic adjustments. Additionally, you can position the image within the footer by aligning it to the left, right, top, or bottom.

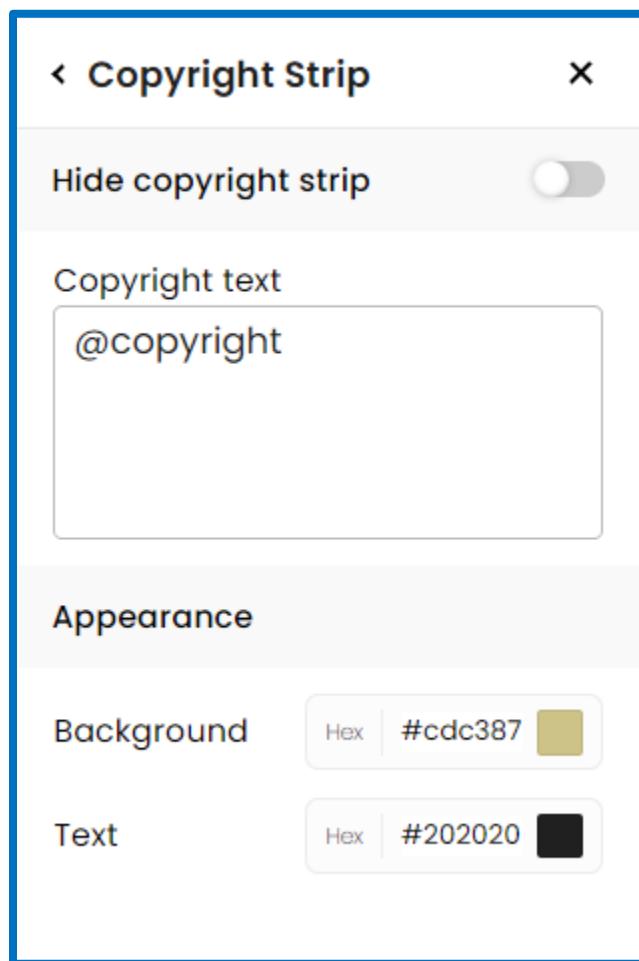


This section allows you to customize various elements of the Footer, including:

- Background Color/image: Change the background color of the entire Footer or replace it with an image.
- Description: Change the text color of brand description
- Icon: Change the color of any icons displayed
- Heading: Change the color of Headings displayed in the Footer section.
- Menu: Change the color of Menu items
- You have the flexibility to choose different colors for each element, allowing for a unique design or a cohesive theme.

5.4 Copyright Strip

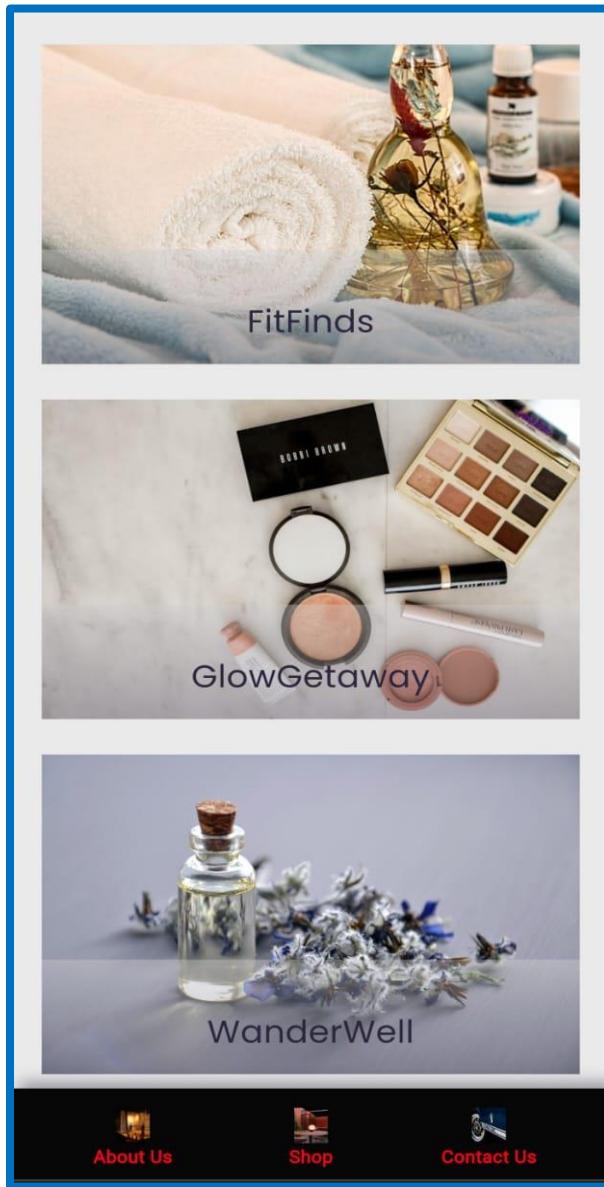
The Copyright Strip section is located at the very bottom of a website, often positioned below the footer. Its primary purpose is to inform visitors that the content on the website is protected by copyright, asserting that it is the intellectual property of the owner. This section serves as a legal notice, discouraging users from copying or reproducing any part of the website's content without permission. By clearly displaying this information, the Copyright Strip helps to safeguard the owner's rights and promote respect for their creative work.



You can add/edit the copyright text and change the background color of the copyright strip and the color of the copyright text.

5.5 Mobile Navbar Menu

The Mobile Navbar Menu Option enables you to provide easily accessible links to your website pages. This menu allows for quicker navigation to specific pages in the mobile version of your site. The links remain fixed on the screen, ensuring they are visible even when users scroll or navigate to different pages on your website.



Preview of Mobile Navbar Menu (bottom)

5.5 Mobile Navbar Menu

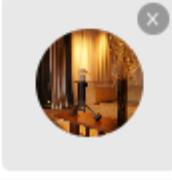
Mobile Navbar Menu

Hide Menubar

Menu Block 1 [Delete](#)

Block Title **Explore One**

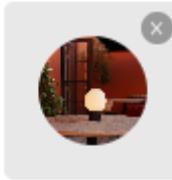
Choose Page [About Us](#)



Menu Block 2 [Delete](#)

Block Title **Explore Two**

Choose Page [About Us](#)

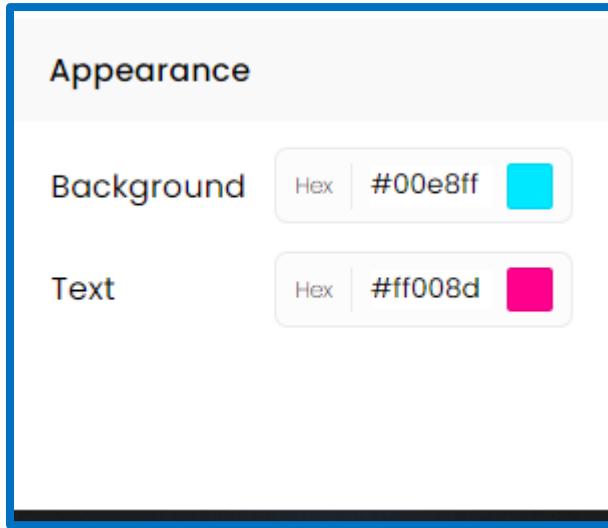


[Add new menu](#)

Save

You have the option to hide this menu if desired. The Menu Block selection allows you to choose a specific page and provide a name for the link, which can either match the page name or be something different. Additionally, you can add multiple menu blocks for greater flexibility in navigation. After you are done making navigation options, click on “Save”.

5.5 Mobile Navbar Menu



- You can change the background color of the navigation menu and also change the color of its text.
- Apply changes by clicking on “Publish” button and your changes will be applied in the mobile version of the website.