Creating or Editing Menus

This tutorial will show you how to create or edit a menu for your website. This assumes you are already logged in as the Admin user and are logged into the AdminCP.

Creating Menus

- Click Menus
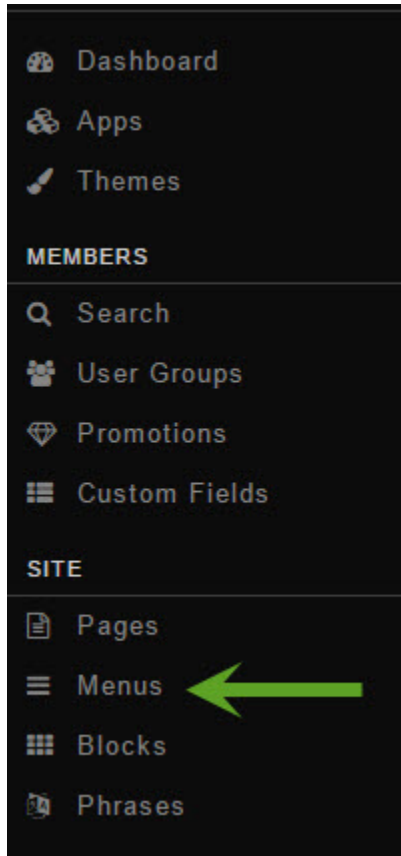
- Click Add Menu in the top right of the screen

- In the popup, select:
    1. Placement (Main menu or footer menu)
    2. URL:
       - External Url: put the full URL to the page you want this menu to go to. (Example: http://google.com or http://yoursite.com/blog/blog_id#/title)
       - Internal Url: put only "blog" in case you want to go to http://yoursite.com/blog. Put "user.profile" in case you want to go to http://yoursite.com/user/profile
    3. If you want this menu to have an icon (for themes that offer this), enter the font awesome icon . For example, if we want a Book icon we would enter fa-calendar here.
    4. Next, our image shows we have several language packs and so we have to put a menu name for each one or our menu will show up blank on the front end. Enter the name of your menu for each language you have installed.

- Click Submit when done and clear cache after.

Editing Menus

- Click Menus (see first image in the step for Creating Menus)
- You'll now see a listing of all of the menus on your site.

To arrange the menus:

- Click the drag symbol to the left of the menu name and drag it up or down. You will see a spinning icon in the bottom right once you finish moving the menu. That shows it is saving the position.
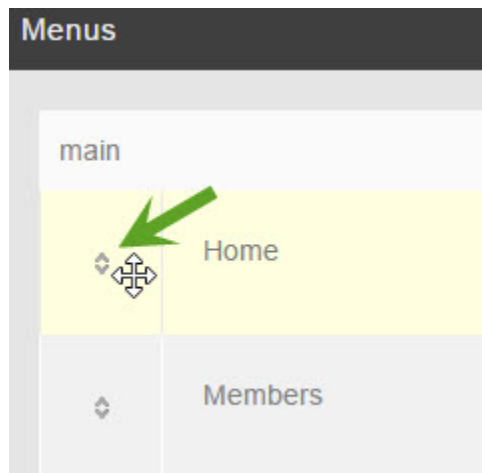
- Once you've moved the menus where you want them, clear cache.

To edit a menu:

- Click the Edit icon to the far right of the menu.

- Once you click the edit icon, you'll see a popup and can change things as shown in the popup section in the step for Creating Menus.
- Once you've edited the menu how you want it, clear cache.

To delete a menu:

- Click the Delete icon ✖ to the far right of the menu you want to delete and a dialog box will pop up for you to confirm you want to delete this.

- Once you've deleted the menus you want to remove, clear cache.