How to change the footer

David H. - 2023-02-02 - Website Settings

You can create a Footer for the website. This gives you the ability to have the same content at the bottom on every webpage on the site. You can access the **Manage Footers** page at any time to create new footers or edit existing ones.

Changing the Footer

1. Click **Website** or the **Globe icon** on the left.

Note

You can also edit the Footer by clicking on **Footer** when editing the website.

1. Click **Page Designer.**
2. In the Recent Pages section, hover-over the Home Page, and click **Open.**
3. In the left side live designer of the Home Page, scroll to the bottom, then hover-over the footer and click **Add Footer**.
4. Enter a **Title** for the footer.
5. Use the Online Editor textbox to update the Footer's content.
6. Once you have finished creating or editing the Footer, you can click on one of the following options:
    - **Save and Publish** - Saves the footer and makes it appear live on the website.
    - **Save Footer** - Saves the footer and does not makes it appear live on the website.
    - **Cancel** - Cancels the changes you made.

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