HEADER AND TITLE

All Weebly themes have a place for the site’s title. Most of the themes have a default area for a header image. This image displays across the top of the Web site. Options are available to alter the text, to include an image, or to turn the Title off.

SITE TITLE/LOGO

Every Weebly site has a Title by default. When the Web site is created, you are asked to provide a Title for the site. This Title can be changed after the site has been created. The Title for the site appears at the top, left side of the page.

CHANGE TEXT

Scroll over the Title to select the text.

The Title will be selected with three options.

- **Off** – Use this option to turn the Title off so that it doesn’t display in the site.
- **Text** – The Title Text will display. Select the Title Text to make changes.
- **Logo** – Select this option to change the Title Text to a Logo image. If a Logo image is selected, text may be added after the logo using the Add Text button.

Select the Title Text.

Type the new Title for the site or modify the current Title.

- The Title Text should be fairly short and to the point.
- There should be no more than six or seven words in the Title Text, similar to the title of a book or newspaper headline.

INSERT LOGO

When a logo is added to the Title area, the text will not display. To display text along with the Logo, you must edit the logo.

Scroll over the Title.

Click the Logo button.

The Select Images window will appear.

Click the Upload a photo from your computer link.
The **Open** window will display.
- Scroll to the area where the image is stored.
- Select the image and then click the **Open** button.
- The **Logo** will appear in place of the text.

**EDIT LOGO**
- Scroll over the header image.
- Click the **Edit** button.
- The **Edit Image** window will display.

Use the buttons at the bottom of the window to make changes to the image.
- **Text** button to add text.
  - Move the mouse pointer over the text box until the pointer changes to a four-headed arrow. Move the text box to any location within the image.
- Use any of the other options to make changes to the text.
- When all the changes have been made, click the **Save** button.