# **ColdCMS Documentation**

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ColdCMS is mostly based on Wagtail. You can find most of the information on how to create Pages, how to use Images, Documents and site Settings, in Wagtail documentation (Editor's guide). Keep in mind that some features of Wagtail's admin don't exist in ColdCMS.

Before going into more specific documentation, please read Wagtail's documentation about finding your way around.

Then you can go through ColdCMS-specific documentation:

## CHAPTER 1

### Creating new pages

See Wagtail documentation about creating new pages and editing existing pages.

Page Types available in ColdCMS:

### 1.1 Simple page

A simple page has a very basic layout: a title, and a text field, in which you can add images, videos or documents. Read more about rich text fields in Wagtail's documentation.

It can be used for a legal notice, or any simple information display.

Ľ	EDITING SIM	IPLE PAGE Simple p	oage					
	CONTENT	SETTINGS						
~	TITLE *							
	Simple pag	je						
~	CONTENT *							
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#### A simple page looks like:

Lorem ipsum Dropdown menu V Simple page

Ut eget lectus orci. Cras at volutpat risus. Sed ut mattis lorem. Integer sem mauris, tempus sit amet ligula non, laoreet tincidunt orci. Mauris ut sagittis nibh, eget ultricies lectus. Pellentesque volutpat interdum turpis. Sed iaculis eleifend magna semper tincidunt. Aenean in nibh et erat egestas feugiat a a erat. Curabitur erat lectus, facilisis in lorem nec, vulputate tempus purus. Duis egestas velit tellus, sed condimentum tellus imperdiet consectetur. Phasellus et neque vulputate, molestie elit non, vestibulum lectus. Nunc quam mauris, rutrum et iaculis in, ullamcorper auctor mi. Pellentesque justo lorem, efficitur sed volutpat ut, tincidunt in lacus.

Proin id eleifend velit. Donec ut mauris magna. Duis efficitur mi ac dictum molestie. Curabitur erat orci, luctus a quam vitae, volutpat luctus nunc. In viverra, mi ut egestas varius, velit nunc vulputate lectus, non finibus ante dui ac sapien. Vivamus eu leo risus. Quisque vitae lacus nulla. Donec tempus interdum felis in mattis. Maecenas maximus orci quam, eget viverra felis pellentesque ac. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas.

### 1.2 Generic page

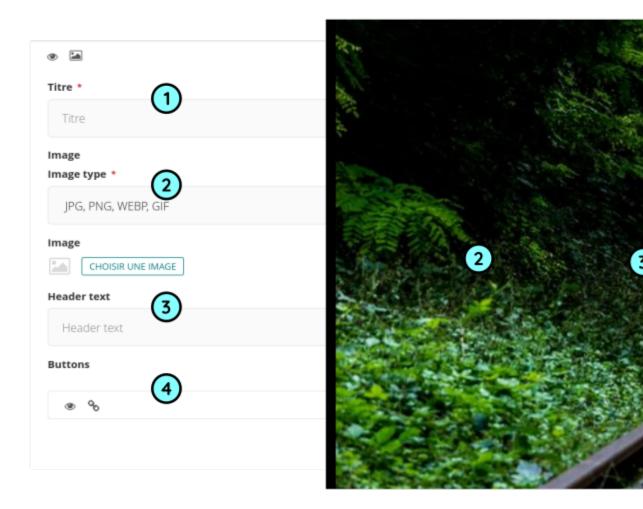
This is the type of the default home page. It suits very visual content, with many images and few text, like a welcome page, an advertisement page, or a project presentation for example.

On this page you can add 14 different types of blocks, in any order and number:

☱ Section preview articles	🖾 Header Block	Carousel
🖾 Generic Image	Big card	Card containe
Logo Block	66 Quote Block	🔚 Image List Blo
Columns Block		Box block

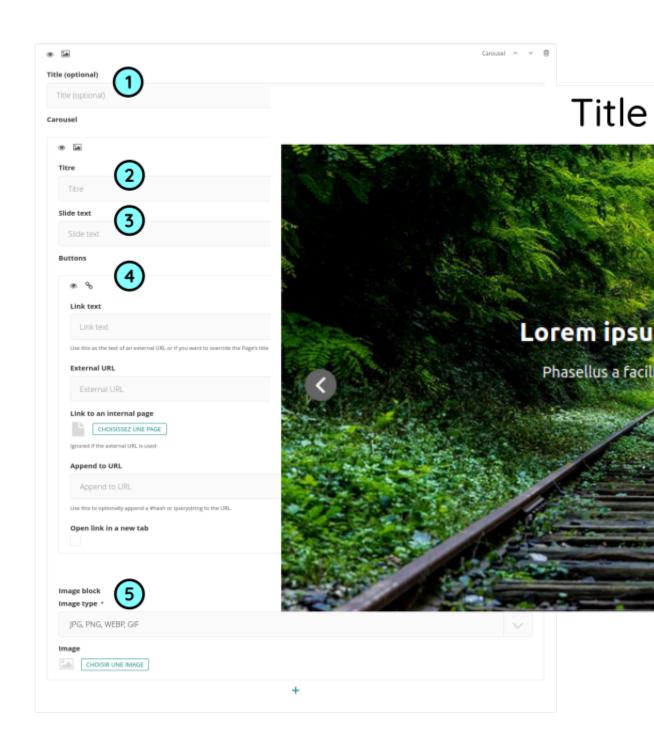
#### **1.2.1 Classic Blocks**

• Header Block



A Header is a block that contain an image, a title, a subtitle and buttons.

• Carousel



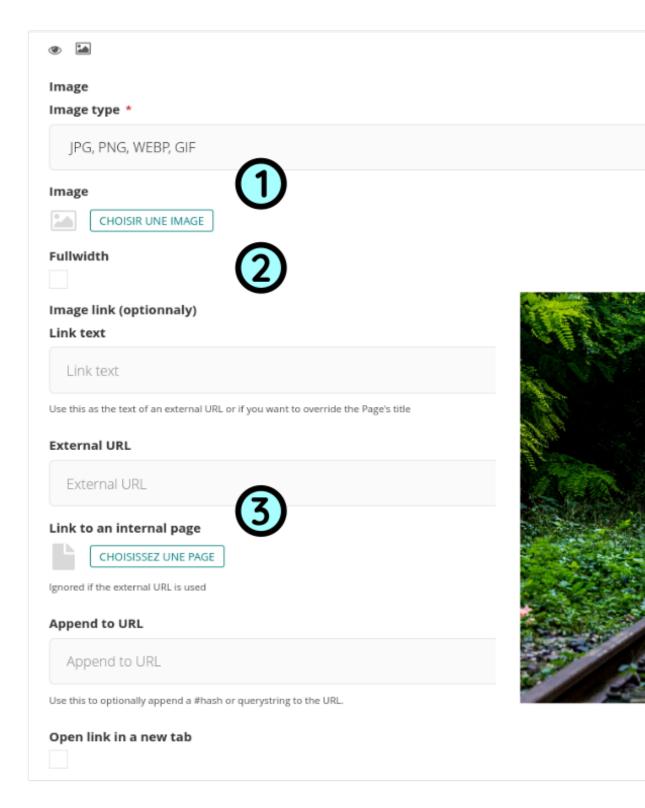
A carousel is a group of big images that can be scrolled through with side arrows below a title.

• Text Block

=	
	Text Block ^
Title exemple	
te	
ن v ⊡ & ⊢→ ≡ ≡ I	
lo, little man. I estroy you! Uh, is the puppy mechanical in any way? Belligeren ng to go_ look te stuff to steal! Look, everyone wants to be like Germany, but d oot 1-X, save my friends! And <u>Zoidherg</u> ! Pansy. <b>And from now on you're all named Be</b> r	b
t alignment *	
Center	
tons (optional)	Hello, little man. I w
4	
	way? Belligerent and
Link text	to go… look for mo
Button	Germany, but
Use this as the text of an external URL or if you want to override the Page's title	
External URL	Robot 1-X, save my
External URL	you're all named B
Link to an internal page	1
ColdCMS	
EFFACER CE CHOIX CHOISISSEZ UNE AUTRE PAGE MODIFIER CETTE PAGE	
Ignored if the external URL is used	
Append to URL	
Append to URL	
Use this to optionally append a #hash or querystring to the URL.	
are our to abroaded abbound a summer of door broaded on one over	
Open link in a new tab	

The text block is sized about 1/3 of the page width, you can choice the alignment.

• Generic Image



The generic image is on the page with the position of your choice, sized about 1/3 of the page width and you can select the full width option.

• Big card

• 5	Big card 🔨 😪 📋
Titre	
Titre	
Texte	
B I ≔ ≡ _ +	
Êcrire ici	
Buttons	
. 3	
Link text	
Link text	
Use this as the test of an external URL or if you sum to override the Page's bit	Duis pharetra gravida null
External URL	Duis pharecra gravida hut
External URL	tiam id dictum diam. Sed et mi orci. Cras ut iacul
Link to an internal page	eros. Ut id gravida sapien. Vestibulum vitae
CHOISISSEZ UNE PAGE	malesuada urna sed, lacinia nunc. Vestibulum
Ignored if the external URL is used	auctor faucibus. Nunc tincidunt mi sit amet se
Append to URL	ultricies. Aenean consequat, nulla quis tempu
Append to URL	sapien imperdiet nunc, vitae porta tortor ex a
Use this to optionally append a #hash or querystring to the URL.	amet sagittis sapien.
Open link in a new tab	Read more 3
	$\sim$
•	
Image block	
JPG, PNG, WEBP, GIF	
Image	
CHOISIR UNE IMAGE	
Image position	
	×

Big card consist of block of text next to an image, you can choice the position of image.

• Card container

(2) T
6
ut odio tempus <b>3</b>
commodo risus urna, vel placerat efficitur feugiat. Integer non est or ante ullamcorper feugiager ilvinar massa. Cras ornaggiat
eget vestibulum. In eget orci rerit, bibendum enim in.

Container cards is a block with small cards that contain text below an image, aligned by three below a title.

• Logo Block



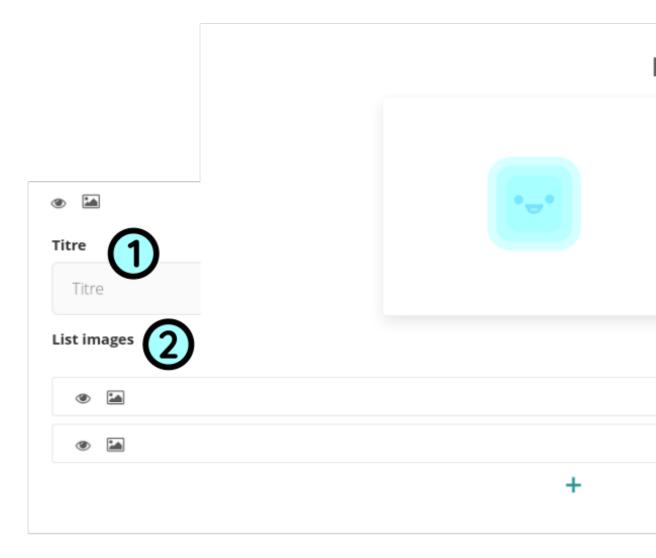
The logo block is a logo with a title below.

• Quote Block

	The alien r
© 66	If we can h
Author 1 Author	the domin
Quote	cards. Che
B I ⊨ ≡ − ← σ υ	sit here
Écrire ici	

The quote block is a quote with an author.

• Image List Block



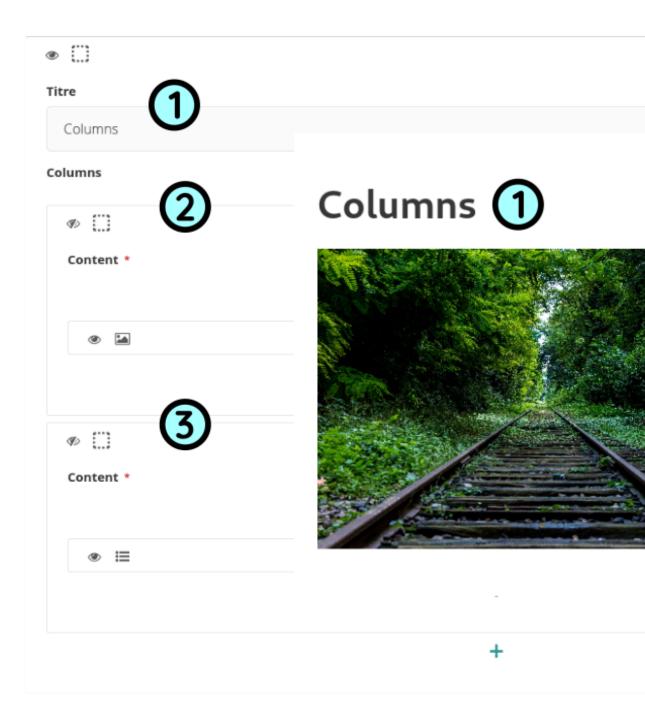
The image list block is a list of images.

• Question group

Itegory name	
e type of question (ex: Accessibility, Rules). You can keep this field empty if yo uestions *	Question ?
Question *	Question ?
Question ? Answer *	Son, as your lawy that ol' mess you
B I ⊨ ≡ − ← % ⊡ ♂ ℃ Son, as your lawyer, I declare y'all are in a 12-piece bu cleanin' up that ol' mess you caused. We'll go deliver this	crate like professior

The question block is composed of title and question with answer.

• Columns Block



The columns block contain columns with the blocks of your choice.

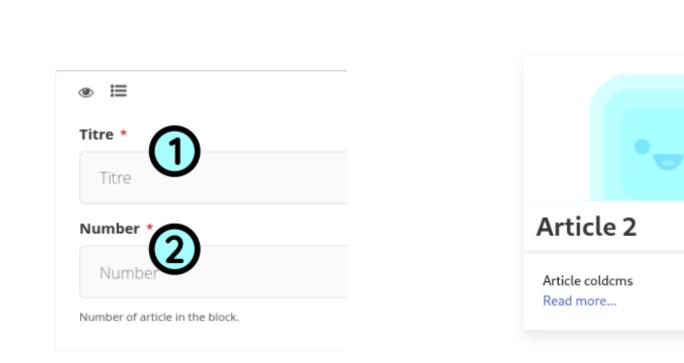
• Box Block

		×
I Section preview articles	🔚 Header Block	🖾 Carous
🖾 Generic Image	Big card	Card c
Logo Block	66 Quote Block	🖾 Image
1		
		2
		Logo in box
	Generic Image	Generic Image

The box block surround the block of your choice.

#### 1.2.2 Blocks that depend on external content

• Section preview articles



The section preview articles show the lasts articles published below a title.

• Form



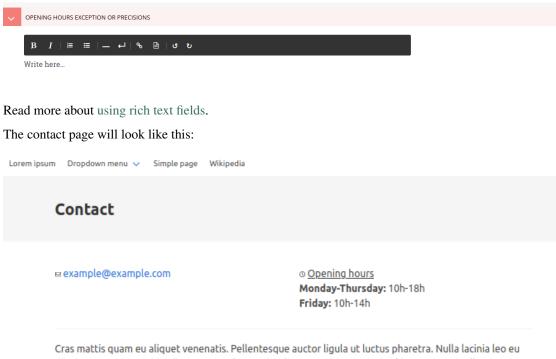
The form block show the form selected below a title.

Read more about inserting images and using rich text fields.

### 1.3 Contact page

A contact page is specifically designed to contain contact information : address, phone number, email address, and opening hours.

E	DITING CO	NTACT PAGE Contact		
cc	ONTENT	SETTINGS		
	*			
Co	ntact			
	TENT			
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dign	issim mattis.	<u>Morbi</u> at <u>lectus</u> et ex <u>placerat iaculis nec</u> non <u>turpis</u> . Sed at <u>liber</u>	e ac <u>quam ullamcorper auctor</u> .	
	ac placerat n	ncorper in hendrerit eu, ultricies et tellus. Pellentesque eget ultr MC	ices sem. Donec et tristique	
→ AD	DRESS			
			li	
РН	IONE NUMBER			
V CONTA	ACT EMAIL			
exa	ample@example.c	Jim		
V OPENII	NG HOURS			
Q		+	Opening hours 🔨 🖌 🖡	Ì
	the week *			
Mor	nday-Thursday			
example:	: Monday			
Openin	ng hours for the g	iven day *		
	i-18h			
example:	: 10h-12h ; 14h-20h			
		+		



Cras mattis quam eu aliquet venenatis. Pellentesque auctor ligula ut luctus pharetra. Nulla lacinia leo eu dignissim mattis. Morbi at lectus et ex placerat iaculis nec non turpis. Sed at libero ac quam ullamcorper auctor. Sed leo nunc, ullamcorper in hendrerit eu, ultricies et tellus. Pellentesque eget ultrices sem. Donec et tristique nisl, ac placerat nunc.

### 1.4 Form page

A form page contains a form for the user to send an email to the administrators of your Coldcms.

	😍 > ColdCMS >						
	Contact						
	<u>0</u> Publié(e) at 13:1	9 🕤 Histo	orique 🕒 Fo	rm Page			
	CONTENU	ROMOTION	SETTINGS	YOAST			
~	TITRE *						
	Contact						
~	INTRO						
	B I H2 H	I3 H4 ⊫	ل	© %	E 🖬	ປັບ	
	Écrire ici						
~		E BROUILLON	^	👁 PRI	ÉVISUALISA	TION	^
_							
	Étiquette : *	Email					
		Le label du cham	p de formulaire				
	Texte d'aide :	Email					
	Requis :	~					
	Type de	E-mail					
Form pa	ige champ : *					2	3

For each form created, you can extract the data sent by the visitors.



**DONNÉES DU FORMULAIRE** Contact

Aucune soumission pour le formulaire 'Contact'.

### 1.5 FAQ page

A FAQ (Frequently Asked Questions) page is designed to easily add question categories, and under each one display several questions with their answers. The answers appear as collapsible content under the questions. The user can click on the arrow to the right of the question to show/hide the answer.

	<b>IQ PAGE</b> FAQ					
CONTENT	SETTINGS					
TITLE *						
FAQ						
CONTENT						
B I   H2	H3 H4 ≔ ≔   _	- ⊷∣⊙ ∾ ≧	ა ი ა			
Write here					_	
QUESTION GROUPS						
QUESTION GROUPS			+			
QUESTION GROUPS			+	Ques	tion group	~ ~
			+	Ques	ition group	~ ~
0			+	Ques	ition group	~ ~
Category name Question category	ility, Rules). You can keep this field empty if			Ques	tion group	~ ~
Category name Question category	ility, Rules). You can keep this field empty if			Ques	ition group	~ ~
Question category name	ility, Rules). You can keep this field empty if	you only have one category of ques		Ques	tion group	~ ~
Question category name	ility, Rules). You can keep this field empty if	you only have one category of ques	itions/answers			~ ~ [
Question category the type of question (ex: Accessib Questions *	silty, Rules). You can keep this field empty if	you only have one category of ques	itions/answers			
Question category the type of question (ex: Accessib Questions *	ility, Rules). You can keep this field empty if	you only have one category of ques	itions/answers			
Question category the type of question (ex: Accessib Questions *		you only have one category of ques	itions/answers			

If you don't want to use categories, you can create only one category, without a name, and put all of your questions in there.

Read more about using rich text fields.

The FAQ page looks like this:

Lorem ipsum	Dropdown menu 👽	Simple page	Wikipedia		
F	AQ				
	Question category Sed iaculis eleifer	nd magna semp	er tincidunt?	>	
	Aenean nec urna	at ex finibus so	dales?	~	
			incorper tortor ac, consectetur risus. Mauris at imperdiet dolor. Ut nec augue et feugiat lacinia, tempor at sapien.		

### 1.6 Partners page

A partners page is designed to simply list partners, with their logo, name and website.

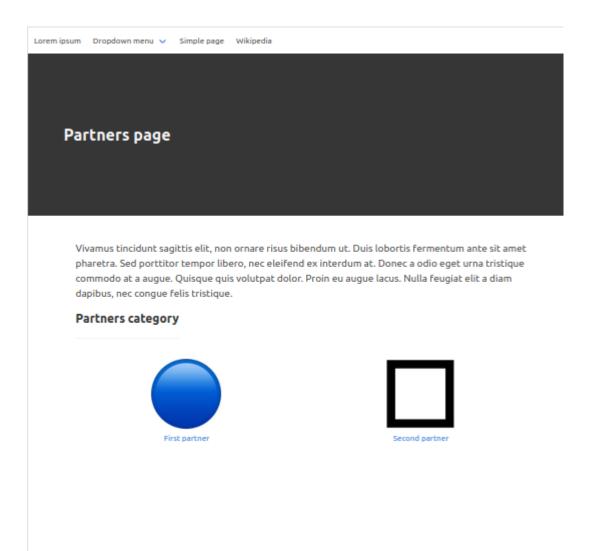
	NEW Partners
~	TITLE *
	Partners page
~	CONTENT
	B I   H2 H3 H4 ⊨ ≔   — ←   ⊙ %

+	
	Partners groups
egory name	
Partners category	
category of partner (ex: Institution)	
ners *	
+	
2 2	Partners ^ 🗸
Name *	
First partner	
Partener's Website *	
website.com	
.ogo *	
CHANGE IMAGE EDIT THIS IMAGE	

You can sort the partners within categories. If you don't want to use categories, you can create only one category, without a name, and put all of your partners in there.

The logo is displayed above the partner's name, and they are both clickable, redirecting to the partner's website (if a website URL has been provided).

The partners page looks like this:

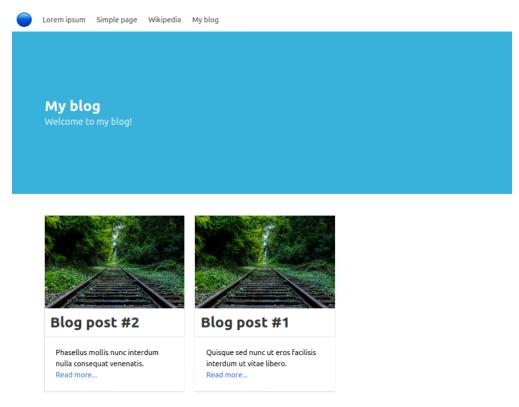


### 1.7 Blog page

The **first step** to create a blog is to give it a title and eventually an intro. The title is the one that will appear in the menu bar.

	NEW Blog	
	CONTENT	🔅 SETTINGS
~	TITLE *	
	My blog	
~	INTRO	
	Welcome to my	blog!

A blog index page is then created, listing all the blog posts (starting with the most recently posted) - here we suppose our blog already has two posts:



The **second step** is to add blog posts to your blog. A blog post is a type of page that can only be the child of a blog. Same way around, a blog can only have blog posts as children pages.

A blog post can have a title, a post date, tags, an intro, a content, and images.

EDITING BLO	<b>G PAGE</b> Blog post #2
CONTENT	
V TITLE *	
Blog post #2	2
V BLOG INFORMATION	
Post date: *	2020-05-19
Tags:	💊 mytag 🙁 💊 othertag 🙁
	A comma-separated list of tags.
V INTRO	
Phasellus mollis	nunc interdum nulla consequat venenatis.
V BODY *	
В <i>I</i>   <b>H2</b>	H3 H4 ⊫ ≔   _ ⊷   ⊚ % ≧ ⊠   ⊍ ъ
Vestibulum sed tu convallis. Vestibul suscipit viverra, el Praesent non mau	uat, commodo magna in, congue tellus. Donec ultricies imperdiet diam, id fringilla enim. rpis a nisl scelerisque ornare fermentum vitae sapien. Quisque dictum velit rutrum fringilla um ipsum velit, ornare sit amet aliquam nec, blandit nec felis. Nullam facilisis, nunc vel it ligula porttitor nulla, eu vestibulum justo nulla dapibus velit. Sed pretium auctor semper. ris eu elit tincidunt finibus id at sem. Praesent ultricies vitae mi eget convallis. Etiam rutrum semper. Suspendisse turpis arcu, viverra in orci at, vulputate molestie magna.
semper enim. Inte	lltricies velit. Integer non nulla bibendum, consectetur elit et, imperdiet est. Morbi sit amet ger tincidunt justo nec placerat rutrum. Vivamus et rhoncus urna. Proin aliquet venenatis ex n feugiat, dui eu viverra consectetur, arcu purus vulputate arcu, semper euismod neque diam bus orci urna.

~	GALLERY IMAGES		
	Image: *	CHANGE IMAGE EDIT THIS IMAGE	
	Caption:		
	+ ADD GALLER	RY IMAGES	

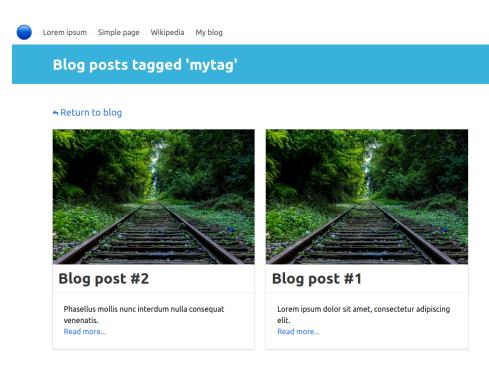
More information about inserting images and using rich text fields.

A blog post looks like this:

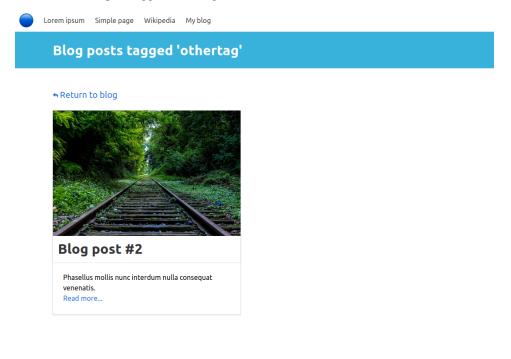
s Return	to blog	
🗞 mytag 💽	othertag	요 Pauline - @ May 19, 2020
turpis a nisl ornare sit ar justo nulla c	scelerisque ornare fermentum vita net aliquam nec, blandit nec felis. N lapibus velit. Sed pretium auctor se	gue tellus. Donec ultricies imperdiet diam, id fringilla enim. Vestibulum sed e sapien. Quisque dictum velit rutrum fringilla convallis. Vestibulum ipsum velit Jullam facilisis, nunc vel suscipit viverra, elit ligula porttitor nulla, eu vestibulum mper. Praesent non mauris eu elit tincidunt finibus id at sem. Praesent ultricies c varius semper. Suspendisse turpis arcu, viverra in orci at, vulputate molestie
Integer tinc	idunt justo nec placerat rutrum. Viv	la bibendum, consectetur elit et, imperdiet est. Morbi sit amet semper enim. amus et rhoncus urna. Proin aliquet venenatis ex sed feugiat. Nullam feugiat, e arcu, semper euismod neque diam id tellus. Sed faucibus orci urna.
accumsan ri arcu, tincidu	sus tortor, ut malesuada odio facilis	aecenas ullamcorper lacus non eros pulvinar, quis gravida lectus hendrerit. Sed is egestas. Aliquam tempus elementum ipsum id fermentum. Etiam neque ie sed ipsum. Nulla tempus tempus rutrum. Maecenas vel faucibus ligula. in mi fermentum a.
tempor libe dolor. Proin	ro, nec eleifend ex interdum at. Do eu augue lacus. Nulla feugiat elit a	bibendum ut. Duis lobortis fermentum ante sit amet pharetra. Sed porttitor nec a odio eget urna tristique commodo at a augue. Quisque quis volutpat diam dapibus, nec congue felis tristique. Aliquam ac pretium odio. Vestibulum liquam dignissim elit eget mauris dictum dignissim. Sed nisi risus, lobortis porta

Additional pages exist aside from the main blog index page and the blog posts:

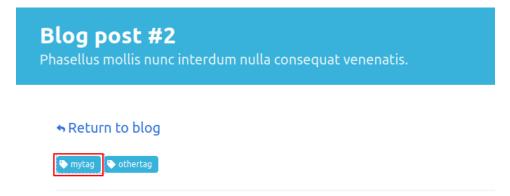
• One page per tag, listing all posts with the given tag. E.g. in our example, there are two posts tagged 'mytag':



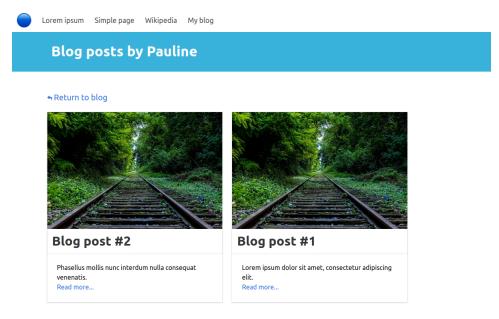
And there is one post tagged 'othertag':



A tag page appears when clicking on a tag from a blog post.



• **One page per author**, listing all posts written by the given author. E.g. in our example, there are two posts written by Pauline:

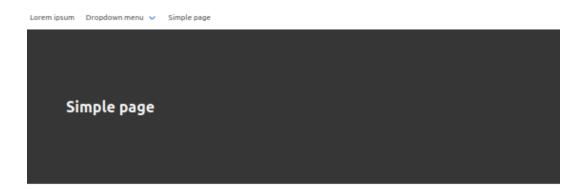


An author page appears when clicking on the author's name from a blog post.



General layout:

• Simple page



Ut eget lectus orci. Cras at volutpat risus. Sed ut mattis lorem. Integer sem mauris, tempus sit amet ligula non, laoreet tincidunt orci. Mauris ut sagittis nibh, eget ultricies lectus. Pellentesque volutpat interdum turpis. Sed iaculis eleifend magna semper tincidunt. Aenean in nibh et erat egestas feugiat a a erat. Curabitur erat lectus, facilisis in lorem nec, vulputate tempus purus. Duis egestas velit tellus, sed condimentum tellus imperdiet consectetur. Phasellus et neque vulputate, molestie elit non, vestibulum lectus. Nunc quam mauris, rutrum et iaculis in, ullamcorper auctor mi. Pellentesque justo lorem, efficitur sed volutpat ut, tincidunt in lacus.

Proin id eleifend velit. Donec ut mauris magna. Duis efficitur mi ac dictum molestie. Curabitur erat orci, luctus a quam vitae, volutpat luctus nunc. In viverra, mi ut egestas varius, velit nunc vulputate lectus, non finibus ante dui ac sapien. Vivamus eu leo risus. Quisque vitae lacus nulla. Donec tempus interdum felis in mattis. Maecenas maximus orci quam, eget viverra felis pellentesque ac. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas.

#### • Generic Page





#### Ut ut odio tempus

Cras commodo risus urna, vel placerat ligula efficitur feugiat. Integer non est tempor ante ullamcorper feugiat. Integer ac pulvinar massa. Cras ornare feugiat felis eget vestibulum. In eget orci hendrerit, bibendum enim in.



#### Nam lobortis magna sit amet

Vestibulum mattis eget magna vehicula pellentesque. Pellentesque id mauris efficitur, feugiat erat id, lacinia elit. Duis sit amet tortor pulvinar, mollis ex non, eleifend leo. Suspendisse efficitur enim eget tellus posuere, in malesuada neque iaculis.



#### Proin id eleifend velit

Donec ut mauris magna. Duis efficitur mi ac dictum molestie. Curabitur erat orci, luctus a quam vitae, volutpat luctus nunc. In viverra, mi ut egestas varius, velit nunc vulputate lectus, non finibus ante dui ac sapien. Vivamus eu leo risus.





### Vestibulum nec urna

Praesent a nisi leo. Sed faucibus, felis quis semper finibus, libero felis pharetra turpis, id vestibulum metus eros vel enim. Donec in semper libero, ac feugiat arcu. Aenean pulvinar nisi sit amet dapibus rhoncus. Aenean luctus mi ac sem eleifend, eu semper tortor dignissim. Integer vel convallis diam, et sollicitudin lectus.

Read more...



### **Centered** text

Donec ullamcorper, eros elementum tincidunt sollicitudin, leo felis bibendum leo, at rhoncus ante ligula ac nulla. Nullam sed libero ac justo feugiat imperdiet. Nulla feugiat congue massa non tincidunt. Etiam cursus sem sapien, in pharetra velit ullamcorper a. Nam semper sem lectus, non interdum tellus lobortis id. Etiam est est, scelerisque in nisl nec, vestibulum suscipit tortor. Proin egestas consequat eros a feugiat.

Nullam nec libero bibendum, porta metus et, posuere ligula. Proin vitae varius metus. Donec porta elementum nibh at sagittis. Nullam in libero dui. Maecenas vitae leo porttitor, fringilla metus a, vestibulum sapien. Fusce venenatis ac sapien sollicitudin sagittis. Nam eget lectus justo. Suspendisse volutpat at tellus vitae dignissim. Integer varius nunc ac risus posuere, id maximus neque tincidunt.

#### • Contact Page

Contact	
⊨ example@example.com	© <u>Opening hours</u> Monday-Thursday: 10h-18h Friday: 10h-14h

Cras mattis quam eu aliquet venenatis. Pellentesque auctor ligula ut luctus pharetra. Nulla lacinia leo eu dignissim mattis. Morbi at lectus et ex placerat iaculis nec non turpis. Sed at libero ac quam ullamcorper auctor. Sed leo nunc, ullamcorper in hendrerit eu, ultricies et tellus. Pellentesque eget ultrices sem. Donec et tristique nisl, ac placerat nunc.

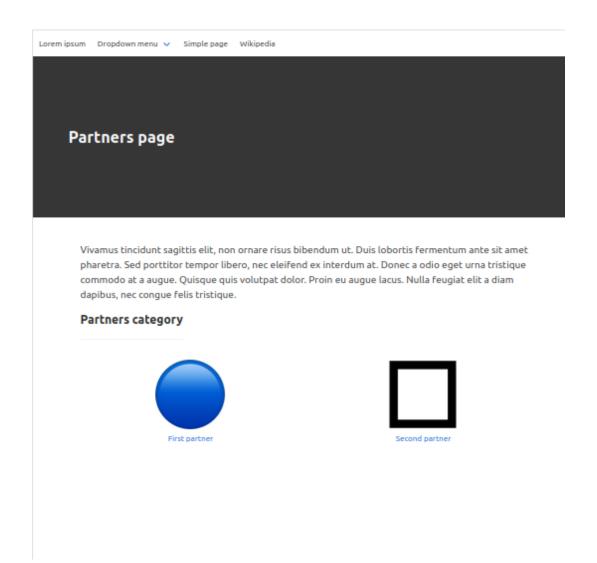
#### • Form Page

Contact				
	Email			
	Message			
	Message		<i>h</i> e	
		Envoyer		

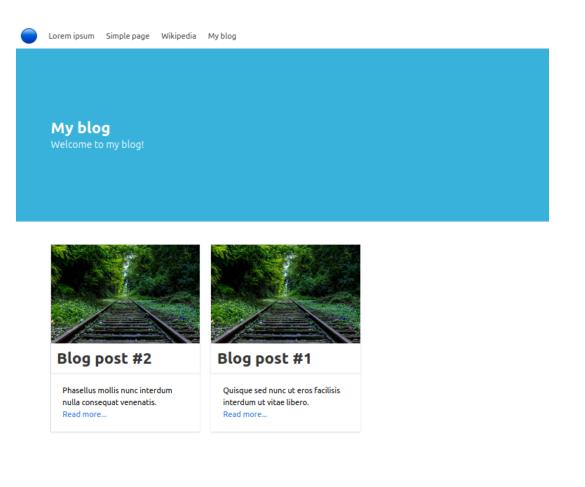
• FAQ Page

Lorem ipsum	Dropdown menu 🗸 Simple page 🛛 Wikipedia		
F	AQ		
	Question category		
	Sed iaculis eleifend magna semper tincidunt?	>	
	Aenean nec urna at ex finibus sodales?	~	
	Integer sit amet velit vehicula, ullamcorper tortor ac, consectetur risus. Mauris at imperdiet dolor. Ut nec augue libero. Morbi tellus felis, faucibus et feugiat lacinia, tempor at sapien.		

Partners Page



• Blog Page





Phasellus mollis nunc interdum nulla conseguat venenatis.

#### A Return to blog

🕒 mytag 🕒 othertag

Nunc id mi consequat, commodo magna in, congue tellus. Donec ultricies imperdiet diam, id fringilla enim. Vestibulum sed turpis a nisl scelerisque ornare fermentum vitae sapien. Quisque dictum velit rutrum fringilla convallis. Vestibulum ipsum velit, ornare sit amet aliquam nec, blandit nec felis. Nullam facilisis, nunc vel suscipit viverra, elit ligula portitor nulla, eu vestibulum justo nulla dapibus velit. Sed pretium auctor semper. Praesent non mauris eu elit tincidunt finibus id at sem. Praesent ultricies vitae mi eget convallis. Etiam rutrum diam id ex varius semper. Suspendisse turpis arcu, viverra in orci at, vulputate molestie magna.

Pellentesque sed ultricies velit. Integer non nulla bibendum, consectetur elit et, imperdiet est. Morbi sit amet semper enim. Integer tincidunt justo nec placerat rutrum. Vivamus et rhoncus urna. Proin aliquet venenatis ex sed feugiat. Nullam feugiat, dui eu viverra consectetur, arcu purus vulputate arcu, semper euismod neque diam id tellus. Sed faucibus orci urna.

In eleifend laoreet eros, eget semper turpis. Maecenas ullamcorper lacus non eros pulvinar, quis gravida lectus hendrerit. Sed accumsan risus tortor, ut malesuada odio facilisis egestas. Aliquam tempus elementum ipsum id fermentum. Etiam neque arcu, tincidunt non interdum accumsan, tristique sed ipsum. Nulla tempus tempus rutrum. Maecenas vel faucibus ligula. Curabitur imperdiet semper ligula, ac sollicitudin mi fermentum a.

Vivamus tincidunt sagittis elit, non ornare risus bibendum ut. Duis lobortis fermentum ante sit amet pharetra. Sed porttitor tempor libero, nec eleifend ex interdum at. Donec a odio eget urna tristique commodo at a augue. Quisque quis volutpat dolor. Proin eu augue lacus. Nulla feugiat elit a diam dapibus, nec congue felis tristique. Aliquam ac pretium odio. Vestibulum et diam et purus egestas dignissim id in arcu. Aliquam dignissim elit eget mauris dictum dignissim. Sed nisi risus, lobortis porta mollis at, tincidunt vitae nibh.



## CHAPTER 2

## Managing the menu

By default, the menu bar appears at the top of each page. It contains links to the different pages of the website, as well as eventual external links.

Some options are available to edit this menu:

### 2.1 Show/Hide the menu bar

By default, each page created appears in the menu bar.

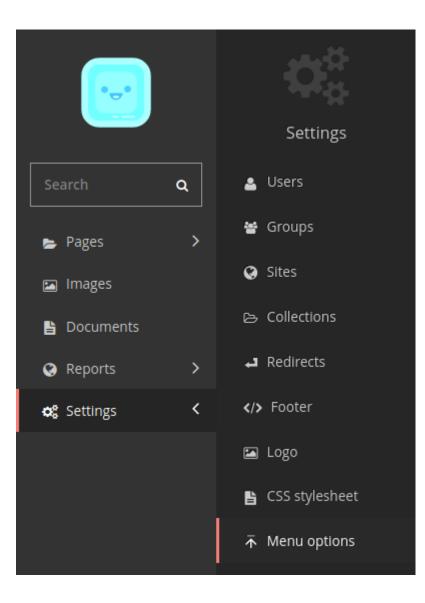
If you want to remove a page from the menu bar:

• When editing the page, go into the 'Settings' tab, uncheck the box 'Show in menus' (checked by default), and publish the page.

CONTENT	SETTINGS
Show in menus:	Whether a link to this page will appear in automatically generated menus

If you want to hide the entire menu bar:

• Go into the menu 'Settings' and then 'Menu options'.



• Check the box 'Hide menu' (unchecked by default), and save.

	EDITING Menu options
~	HIDE MENU

Example of a page with a menu bar:



The same page without the menu bar:



## 2.2 Create a dropdown menu

A dropdown menu can only be created as a child of a generic page (which is the default home page type).

	wn
SETTINGS	
Title: *	Dropdown menu
Show in menus:	The page title as you'd like it to be seen by the public           Image: Whether a link to this page will appear in automatically generated menus

Once you have created a dropdown menu, you can add as many child pages as menu items you want to appear in the dropdown. Each item links to the given child page. An item can also be an external or internal link.

In the end, a dropdown menu will look like this:

Lorem ipsum	Dropdown menu 🗸	
	Blog	
R.m.	FAQ	
A.	Contact	
	100 100	A REAL PROPERTY AND A REAR

## 2.3 Add an internal or external link

Links will appear in the menu bar, and redirect to another page (either internal or external to the website). A link to an internal page will open in the same tab (and replace the current page), a link to an external website will open in a new tab.

EDITING INTERNAL OR EXTERNAL LINK Wikipedia							
🏟 SETTINGS							
Title: *	Wikipedia						
	By default, this will be used as the link text when appearing in menus.						
Link to an external URL:	https://en.wikipedia.org/wiki/Main_Page						
*OR* Link to an internal page:	Ignored If the external URL is used						
Append to URL:							
	Use this to optionally append a #hash or querystring to the URL.						
Show in menus:	✓						
The link will look like this:							
Lorem ipsum	n Dropdown menu 👻 Simple page 🛛 Wikipedia						

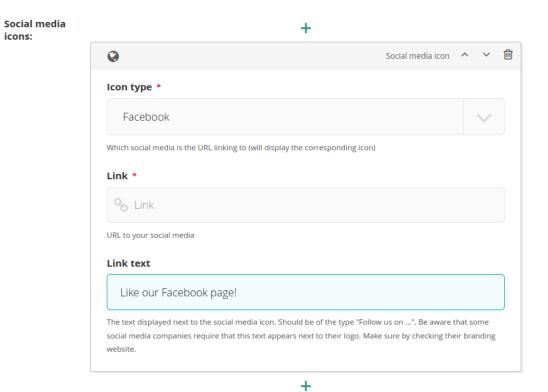
### 2.4 Add social media icons

In the menu bar, you can add links to your social media as icons (see in section **Adding a footer** to add them in the footer).

Go to the menu **'Settings'**, then **'Menu options'**. Click on **'Social media icon'** to add one. You can add as many as you want, although ColdCMS provides icons for 9 social media for now (list below).

	C EDITING Menu	options		
~	HIDE MENU			
~	SOCIAL MEDIA ICONS			
	Social media icons:		×	
		Social media icon		

Fill in the icon type, the link to your social media, and the text you want to appear as a link next to the social media icon.



The social media icons available are:

- Facebook
- Twitter
- Instagram
- Youtube
- Pinterest
- LinkedIn
- GitLab
- GitHub
- Tumblr

A social media icon in the menu bar looks like this:

ColdCMS FAQ Blog Contact Partners

And in mobile version:



×
ColdCMS
FAQ
Blog
Contact
Partners
Like our Facebook page!

You can choose to add the icon only, without any text, but be aware that **some social media companies require a text beside their logo**. You can find information on their respective branding websites.

It is not advised to use many social media icons with long text in the menu bar. Instead, you can also add them in the footer. See in section Adding a footer.

A menu bar with the icons without text looks like this:

ColdCMS FAQ Blog Contact Partners



And in mobile version:

× ColdCMS FAQ Blog Contact Partners

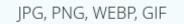
> () () () ()

# CHAPTER $\mathbf{3}$

## Managing the image

You can choose which type of image you want to use. Either a vector image in SVG format or an image in PNG or JPG format.

### Image type \*



### Image

CHOISIR UNE IMAGE

### Image type \*



## CHAPTER 4

### **Building pages**

ColdCMS generates static websites. This means the pages aren't dynamically built, in order to reduce the server's jobs. Hence you will sometimes need to explicitly ask the server to re-build the pages, to make sure all your modifications have been taken into account on the client website.

Although, most of the time, the pages will re-build automatically when you save or publish your changes.

Sometimes, it is also possible that your browser cached the webpage. If you don't see the new page right away, try hitting Ctrl + Shift + R.

To re-build a page, click on the button 'More', and then 'Re-build page' at the bottom of the dropdown menu.

• From a parent page:

Simple Page		Privacy   PUBLIC
EDIT VIEW DRAFT VIEW LIVE + ADD CHILD PAGE MORE ~	0 minutes ago Pag	e DRAFT

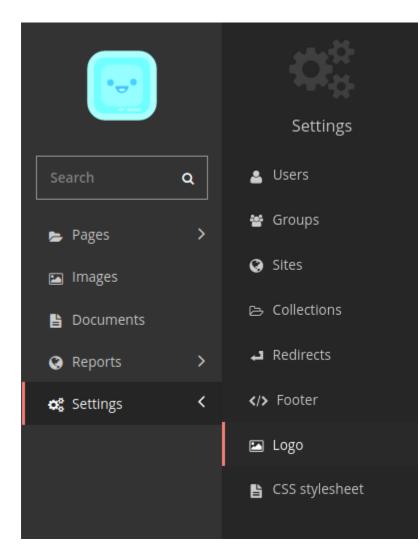
Simpl	e Page					Priv	acy 👁 PUBLIC
EDIT	VIEW DRAFT	VIEW LIVE	+ ADD CHILD PAGE	MORE ^	0 minutes ago	Page	LIVE + DRAFT
Li SORT T	TITLE ~			Move Copy		TYPE ~	STATUS 🗸
	Simple page			Delete Unpublish Revisions Re-build page	s ago	Simple page	LIVE
• From	n a child pag	ge:					
↓ SORT T	TITLE ~				UPDATED ^	TYPE 🗸	STATUS 🗸
S	Simple page				0 minutes ago	Simple page	LIVE
	EDIT	LIVE	RE 🗸				
U SORT					UPDATED ^	TYPE ~	STATUS ~
J <sup>1</sup> <sub>9</sub> SORT	IIILE V				UPDATED A	TYPE V	STATUS V
(	Simple page EDIT VIEW	Ma Co De Un Re		Page 1 of 1.	3 minutes ago	Simple page	LIVE

The page will take a few seconds to re-build. If you don't see your modifications right away on your website, wait a little longer and refresh the page.

# CHAPTER 5

Adding a logo

You can add a logo through the menu 'Settings' and then 'Logo'.



Then pick an image to be used as your logo. The second logo is present in settings for the particular cases, see the theme part in the README.

😋 MODIFICATI	ION Logo	
V LOGO		
Logo type : *	SVG	$\sim$
SVG :	Coldcms	
SECOND LOGO		
Second Logo type : *	JPG, PNG, WEBP, GIF	$\sim$
Image :	CHOISIR UNE IMAGE	

The logo will appear at the left of the menu bar, and in the tab icon. The logo in the menu is clickable, and redirects to the home page.



# CHAPTER 6

Managing colors

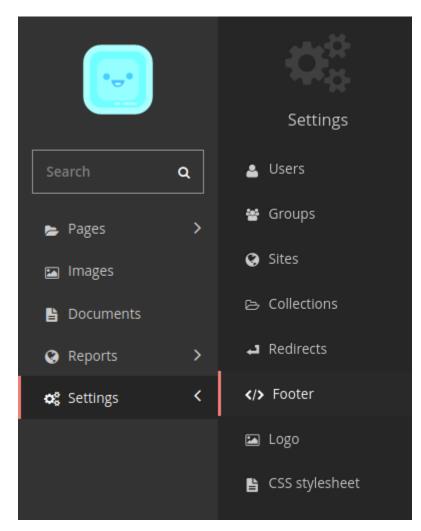
You can change the default colours in coldcms on this page.

	Colors EDITING	
~	BLACK *	
	#0A0A0A	
~	BLACK BIS *	
	#121212	
~	BLACK TER *	
	#242424	
~	SAVE	
I	#363636	
~	GREY DARK *	
	#4A4A4A	
~	GREY *	
60	#747474	Chapter 6. Managing colors
50	#7A7A7A	Chapter C. Managing Colors

# CHAPTER 7

Adding a footer

To add a footer, go into the menu 'Settings', then 'Footer'.



There you can add several footer columns. Each column contains several links to either internal or external pages. A link to an internal page will open in the same tab (and replace the current page), a link to an external website will open in a new tab.

You can give names to your columns, e.g. to sort the links into categories, or you can just use the columns for display, without naming them.

C EDITING	Footer		
FOOTER COLUMNS			
Title:	Home		
Links:	+		
	°₅	Links 🔨 🖌 🗎	
	Link text		
	Home		
	Use this as the text of an external URL or if you want to override the Page's title		
	External URL		
	External URL		
	Link to an internal page		
	Lorem Ipsum		
	CLEAR CHOICE CHOOSE ANOTHER PAGE EDIT THIS PAGE		

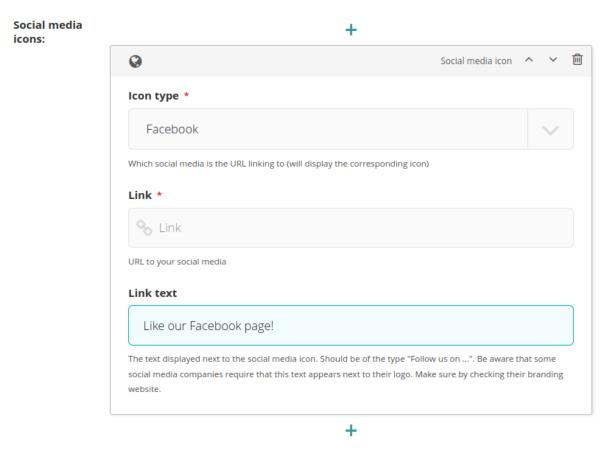
A footer with 3 columns looks like this:

Home	Learn more	Legal notice
	Website Other website	

You can also add social media icons in your footer.

	CEDITING Foote	r	
$\bar{\mathbf{\Lambda}}$	FOOTER COLUMNS		
$\overline{\mathbf{v}}$	SOCIAL MEDIA ICONS		
	Social media icons:	×	
		Social media icon	

Click on **'Social media icon'**, then fill in the icon type, the link to your social media, and the text you want to appear as a link next to the social media icon.



Social media icons in the footer look like this:

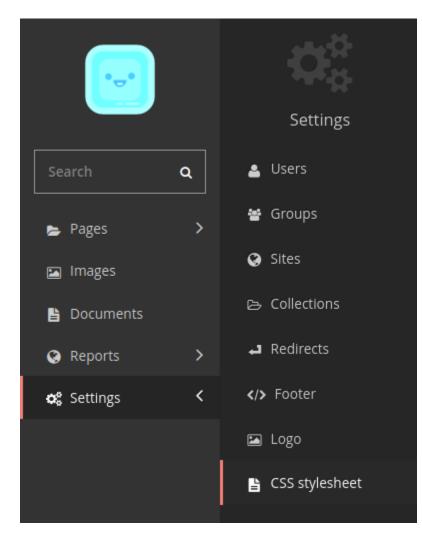
About us	Join us	Information
The team Presentation	Contact Application Job offers	Legal notice Accessibility
G Like our Facebook page!	y Follow us on Twitter!	Our YouTube channel

More information on social media icons in Managing the menu / Add social media icons.

# CHAPTER 8

## Customizing CSS

If you know CSS, you can custom the appearance of your website yourself, by uploading a stylesheet. For that, go into the menu **'Settings'**, then **'CSS stylesheet'**.



Then upload the file you wish to use as CSS, and save. Read more about uploading documents on Wagtail's documentation.

	CSS stylesheet	
~	CSS	
	test	

For example, the default menu bar looks like this:



After adding this CSS stylsheet:

```
.navbar-item{
   color: #9b5200;
}
a.navbar-item:hover{
   color: #2c25ff;
   background-color: #C1F742;
}
```

The menu items have different colors:

