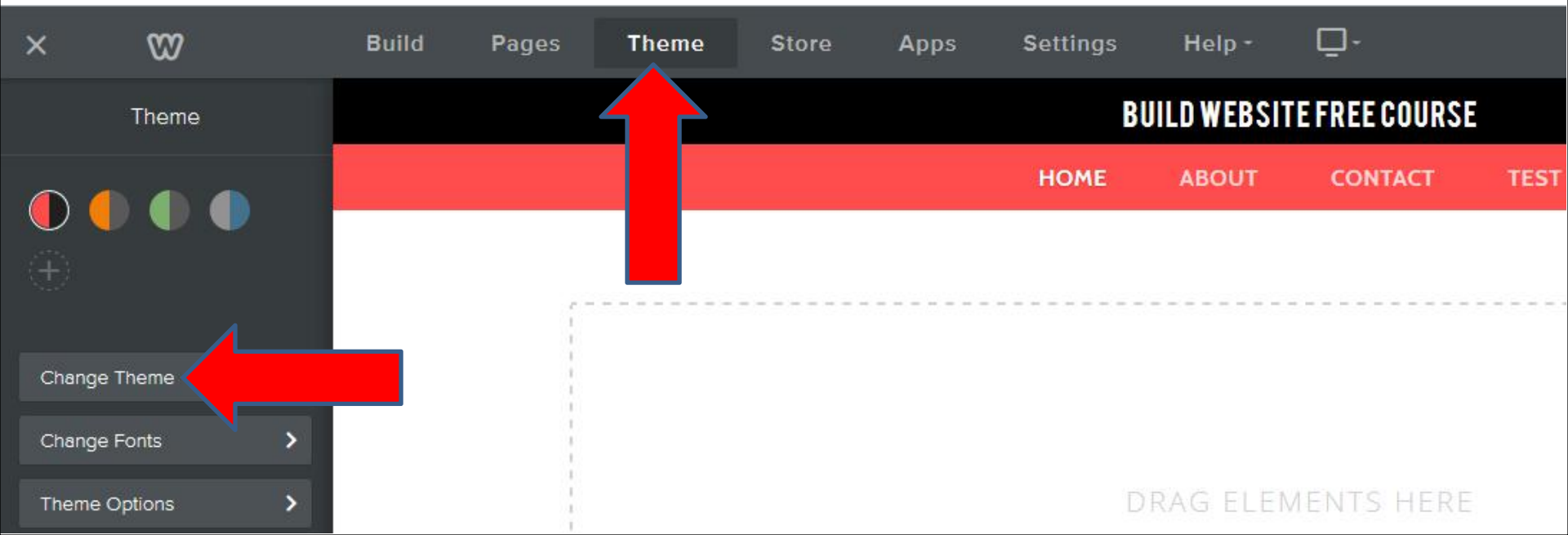


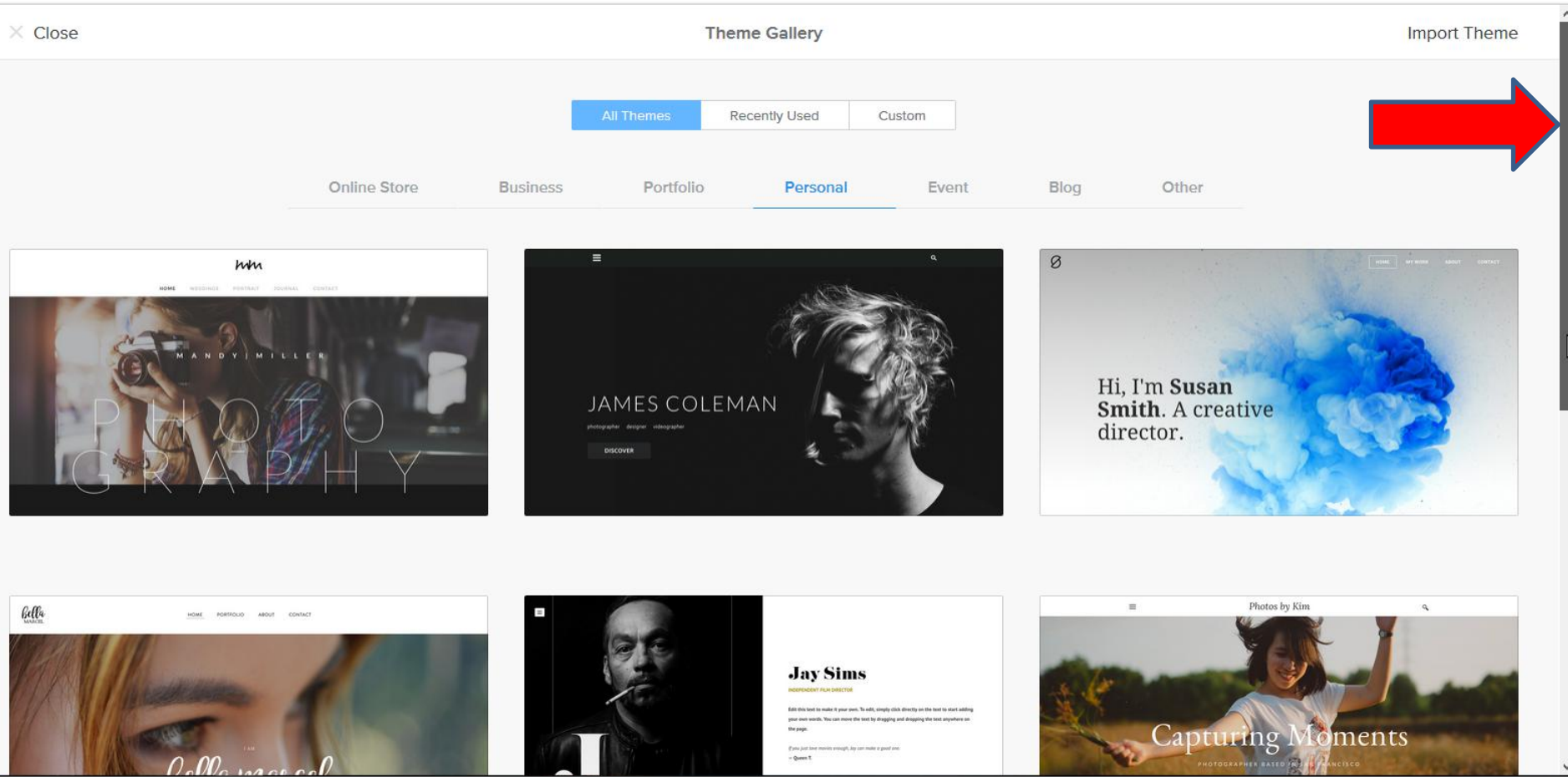
## **Tip – How to find Lucent Theme and edit it.**

- Lucent Theme is the Older Theme that I showed you in Step 3.**
- If you have an older Weebly account, you can find it on the Theme Gallery. I will show you that first and you try to see if you have it on your account.**
- If you have a new Weebly account, you don't see it on the Theme Gallery. You should go to the 8<sup>th</sup> page on this PDF file and it explains the link to Lucent Theme.**
- Next is click on Theme tab again if you have an older Weebly account.**

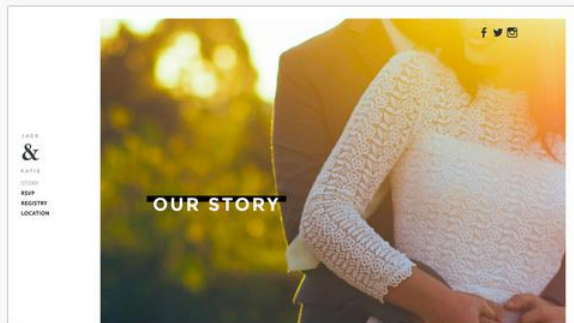
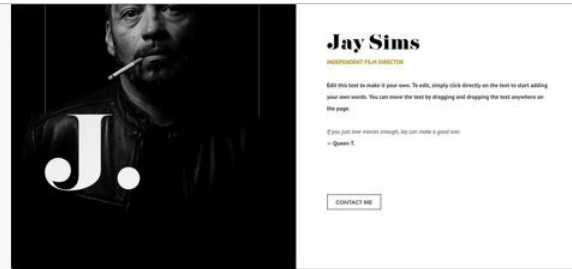
- **Make sure you are on the Theme Tab and click on Change Theme again.**



- **Theme Gallery opens again. You have to scroll down to the bottom, which is next.**



- You then may see Show Old Themes. Note – sometimes you may not see it.
- If you did see it, I will show you a link later.
- If you see it, click on it and next is what happens.



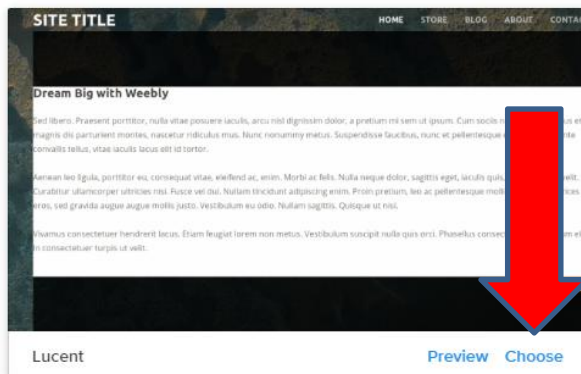
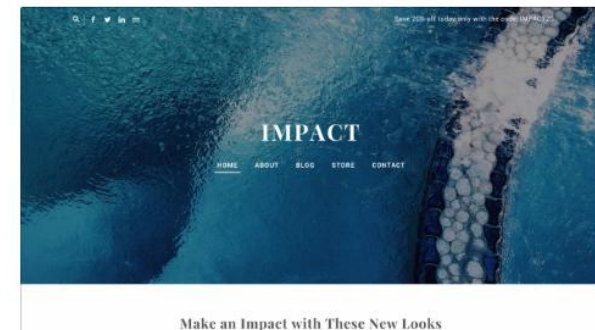
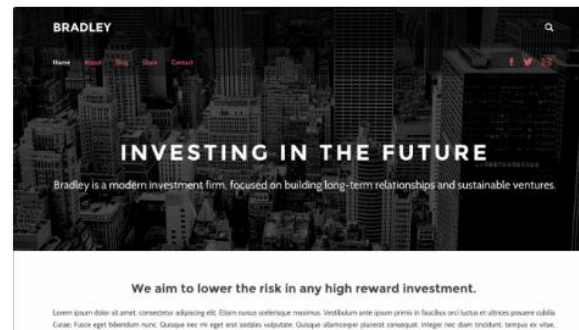
Show Old Themes

- **You then see None of these themes are responsive, but Lucent Theme works.**
- **You have to scroll down to the bottom, which is next.**

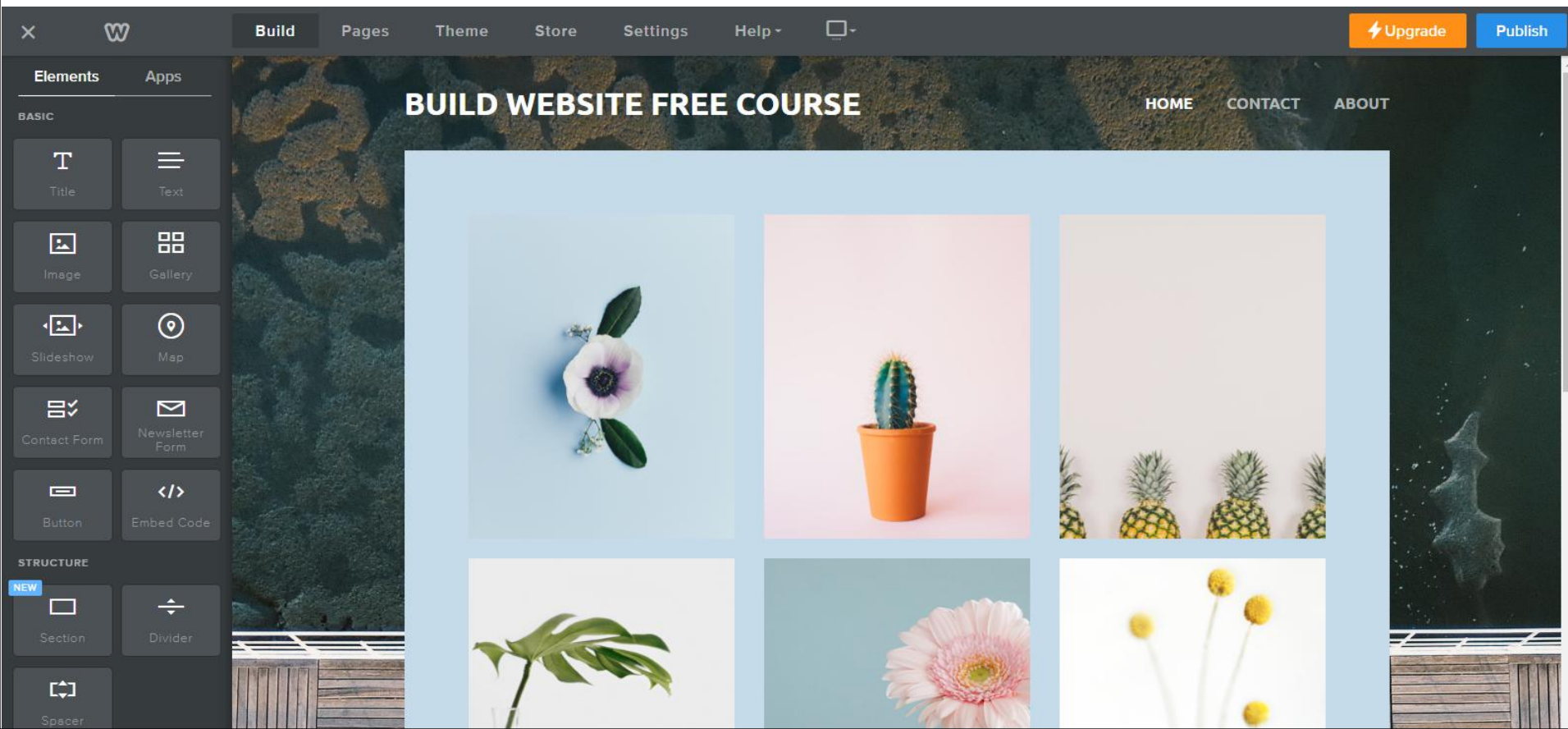
Older Themes

None of these themes are responsive

- You then hover over the one on the left called Lucent and then click on Choose.
- Next is what happens.
- After that is how to find it with a Link.



- You then see it with background image and Site Title. Change background image is later.
- If you could not find it on Theme Gallery, next explains the link.

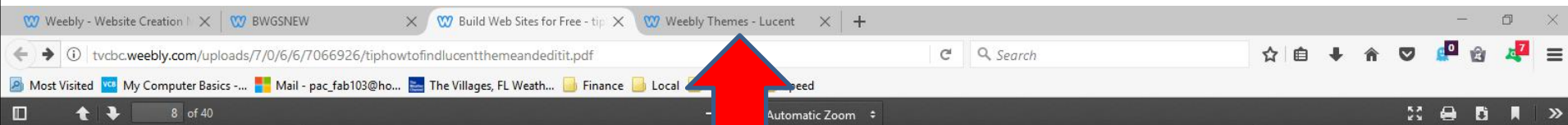


- **First make sure that you have your Weebly account on the same browser as this PDF file that you opened.**
- **Next, right click on the Link in the next page and then click on Open Link in New Tab. The new website opens in the New Tab with the Theme that you can Choose. You then can click on the PDF Tab to go back to the Link page.**
- **If you just click on the Link, the PDF tab changes to another website. If that happens, you have to click on the On-line training Tab and click on the Tip again to opens this PDF file again and go to the 10<sup>th</sup> page. Next is the Link.**



- **Below is the Link.**
- **The next page shows you what happens when you right click on it and click on Open Link in New Tab.**
- <https://www.weebly.com/themes/theme/825601711187035658>

- **A New Tap opens and sometimes it stays on the PDF Tap. Next is what happens when you click on the New Tap.**



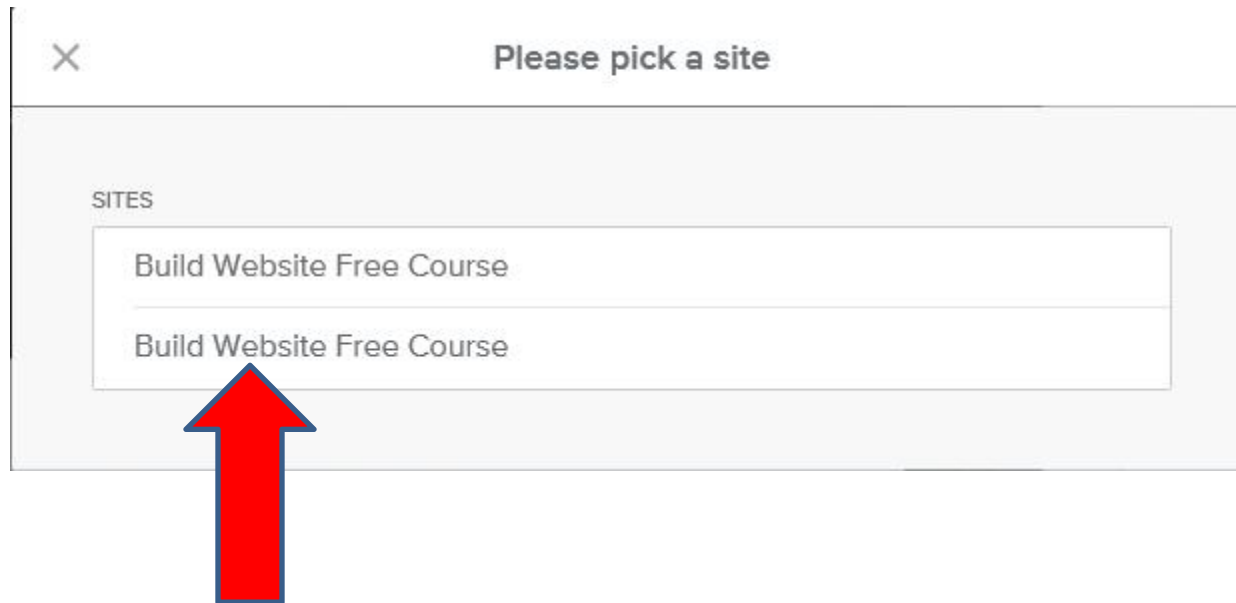
## Link to Lucent

- **First make sure that you have your Weebly account on the same browser as this PDF file that you opened.**
- **Next, click on the Link below and next shows you what happens.**
- **<https://www.weebly.com/themes/theme/825601711187035658>**

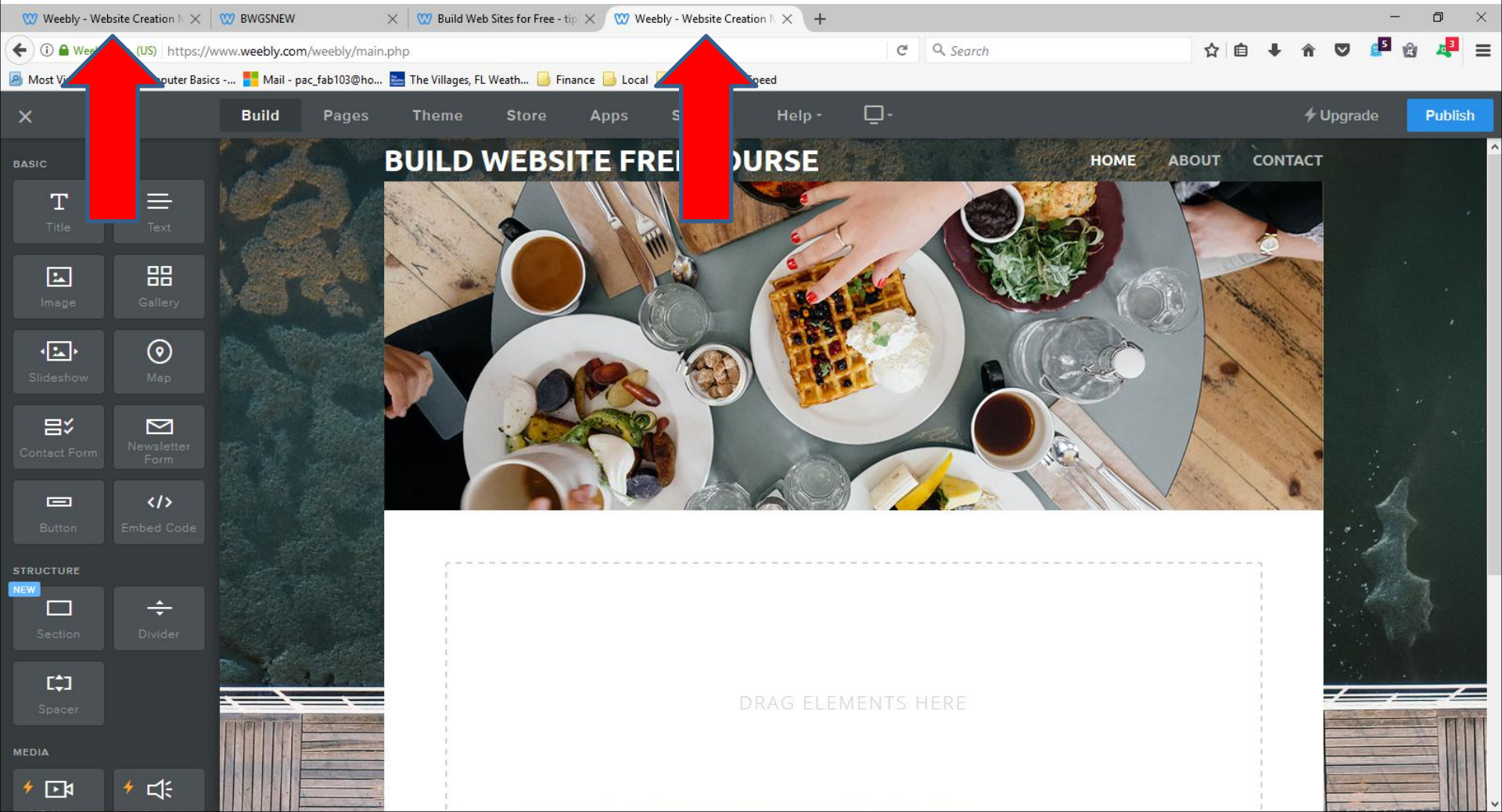
- In the New Tap, you see the LUCENT Theme. Then click on Choose Theme and next is what happens.

The screenshot shows a web browser window with the Weebly website. The browser's address bar shows the URL: <https://www.weebly.com/themes/theme/825601711187035658>. The website header includes navigation links for Features, Themes, Pricing, and More, the Weebly logo, and the user name Frederick A Benson. The main content area displays a preview of the 'Lucent' theme on a desktop and mobile device. The desktop preview shows a dark background with the text 'LIFE BY THE BOARDWALK' and a 'BOOK NOW' button. The mobile preview shows the same content adapted for a smaller screen. To the right of the preview is a card for the 'Lucent' theme with a blue 'Choose Theme' button and a red arrow pointing to it. Below the button is a 'Choose Theme' button and a 'Preview Theme' button. At the bottom of the card, it says 'Category Universal'. Below the preview and card is an 'About' section with the text: 'Lucent is a classy theme that strikes a design focused balance between your content and brand positioning. With a strong background image baked into the layout, Lucent gives your content an engaging and interesting framework on every page.'

- A new window opens and it shows Please pick a site. I have two. You will have one and just click on it.
- Next is what happens.

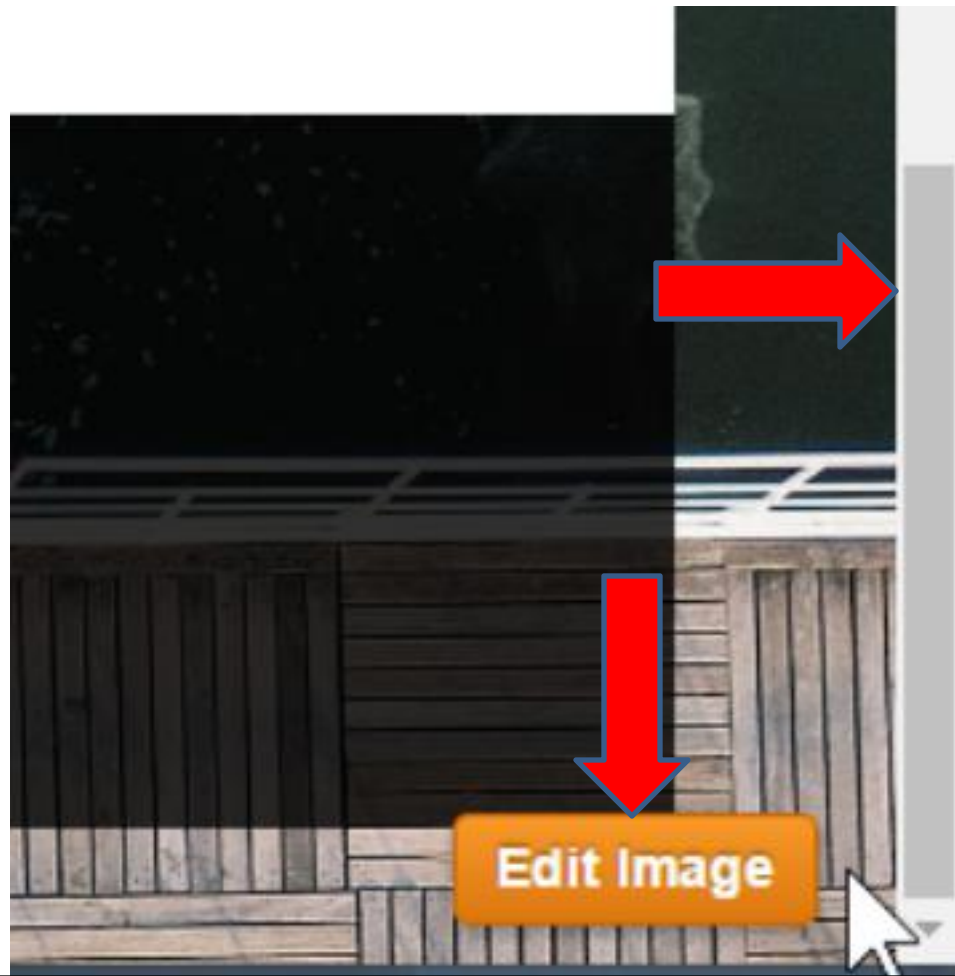


- **Window closes and the page changes to your account, because you are Log in. You also see your account on the first Tab. Next explains more.**

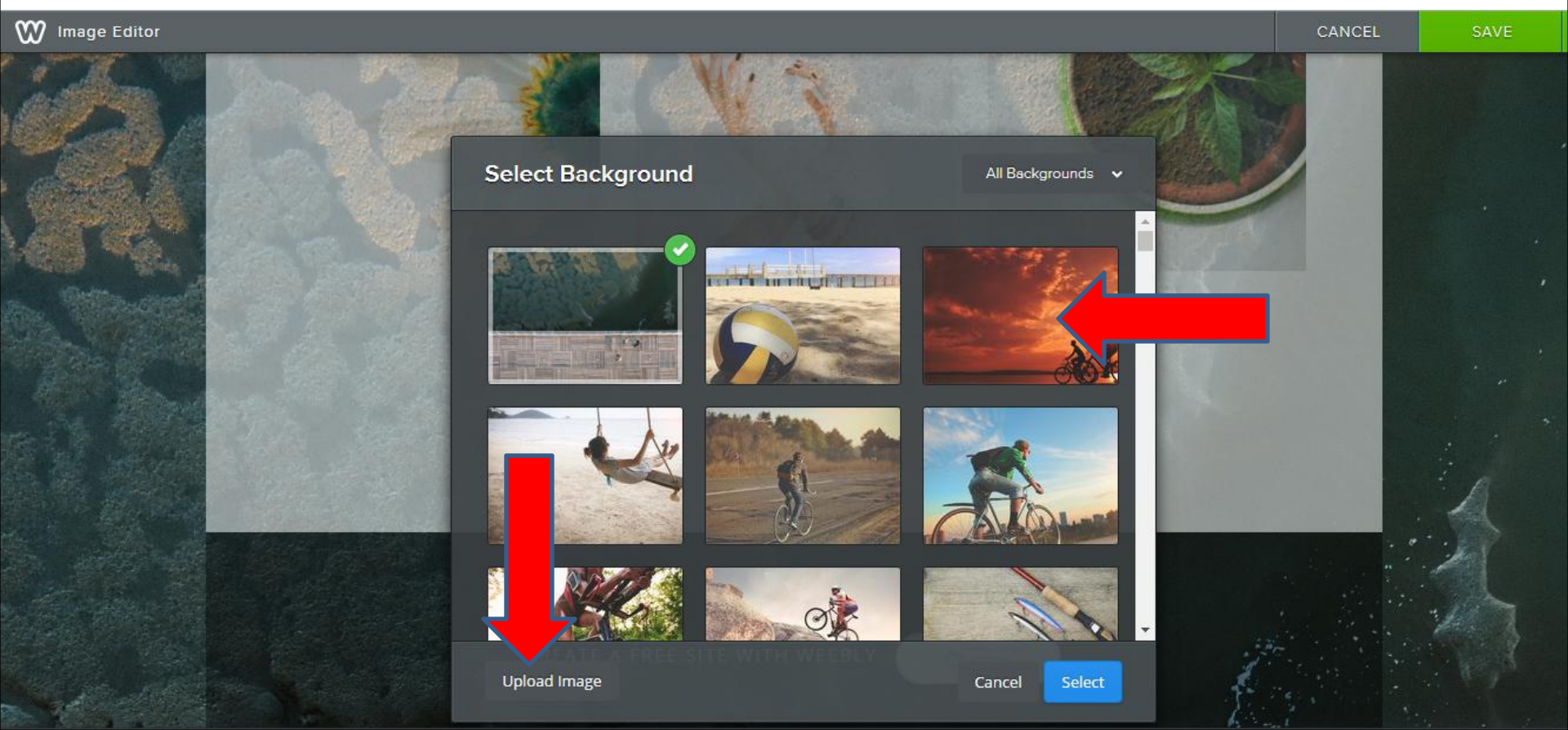


- **If you click on the First Tab to go back to your account, you have to refresh to see the Older Theme.**
- **To go back to the PDF file, you click on the 3<sup>rd</sup> Tab.**
- **Next is how to change Background.**

- You scroll down to the bottom.
- Then you Hover Over background and you see Edit Image at bottom right. Click on it and next is what happens.

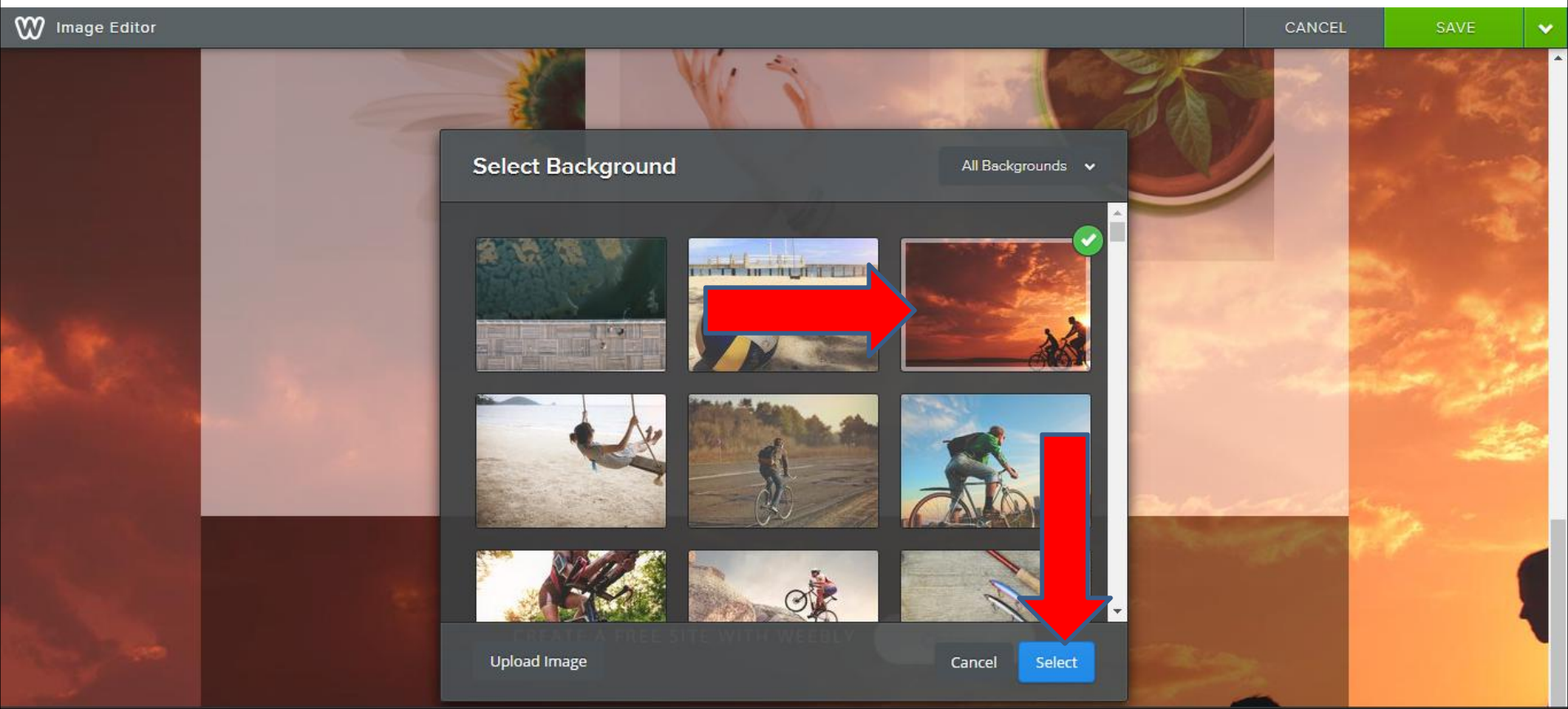


- The process is similar as the Header/Section.
- You can click on one of the Images or Upload Image.
- Next is a sample of the same one we did before.

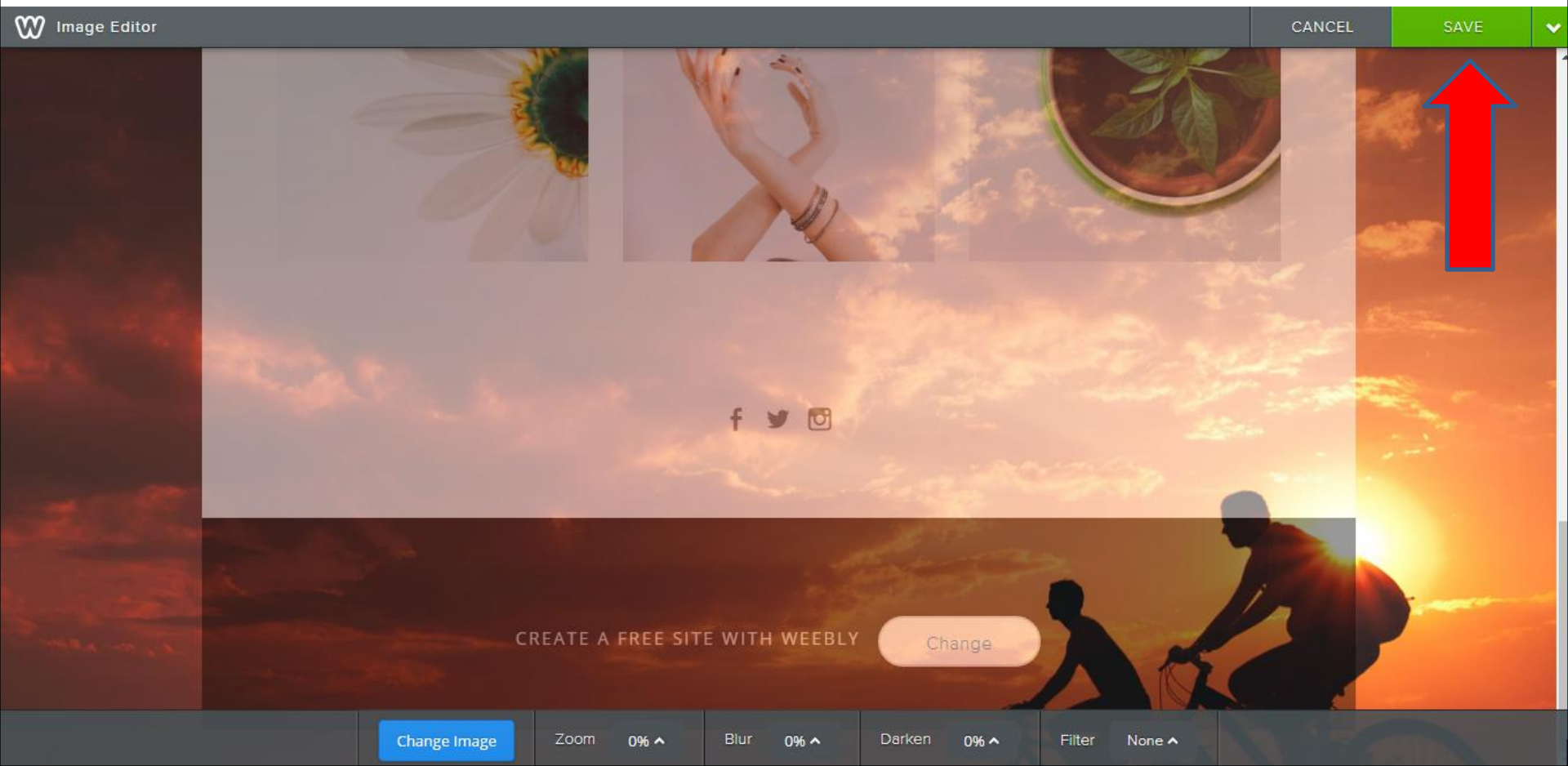




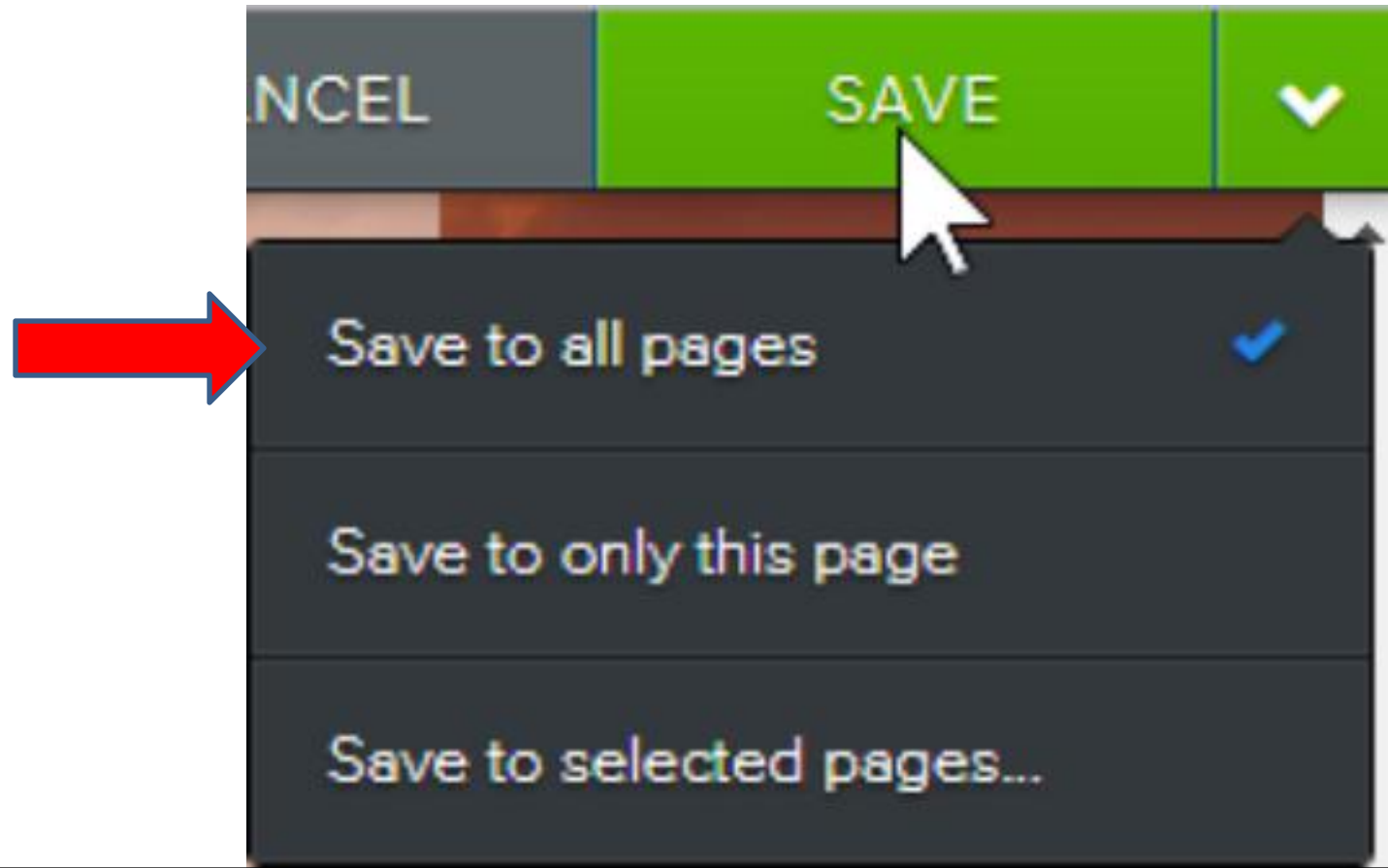
- When you click on one like this, you see the background changed. You then click on Select again.
- Next is what happens.



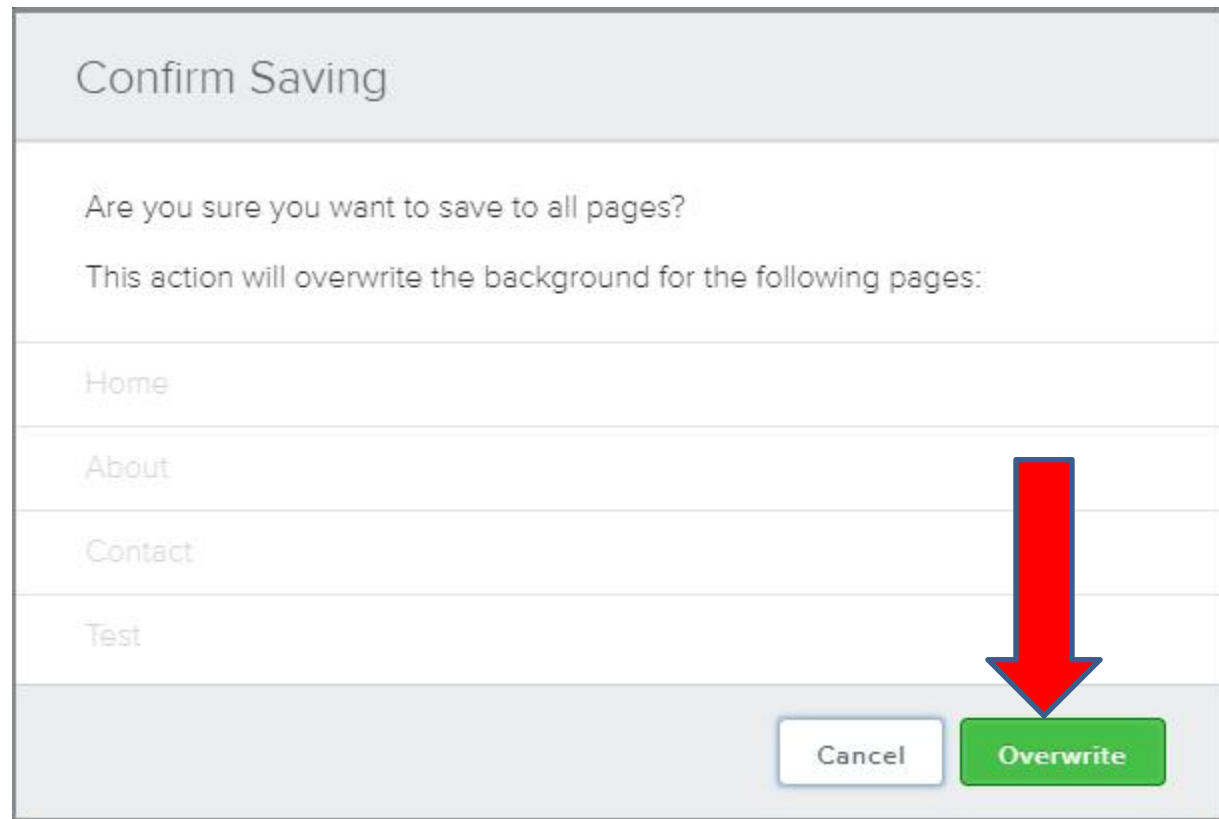
- When you then click on Select you see the edit options at the bottom that I showed you before.
- Then click on Save and next is what happens.



- When you then click on Save you see options. You may want to click on Save to all pages.
- Next is what happens.



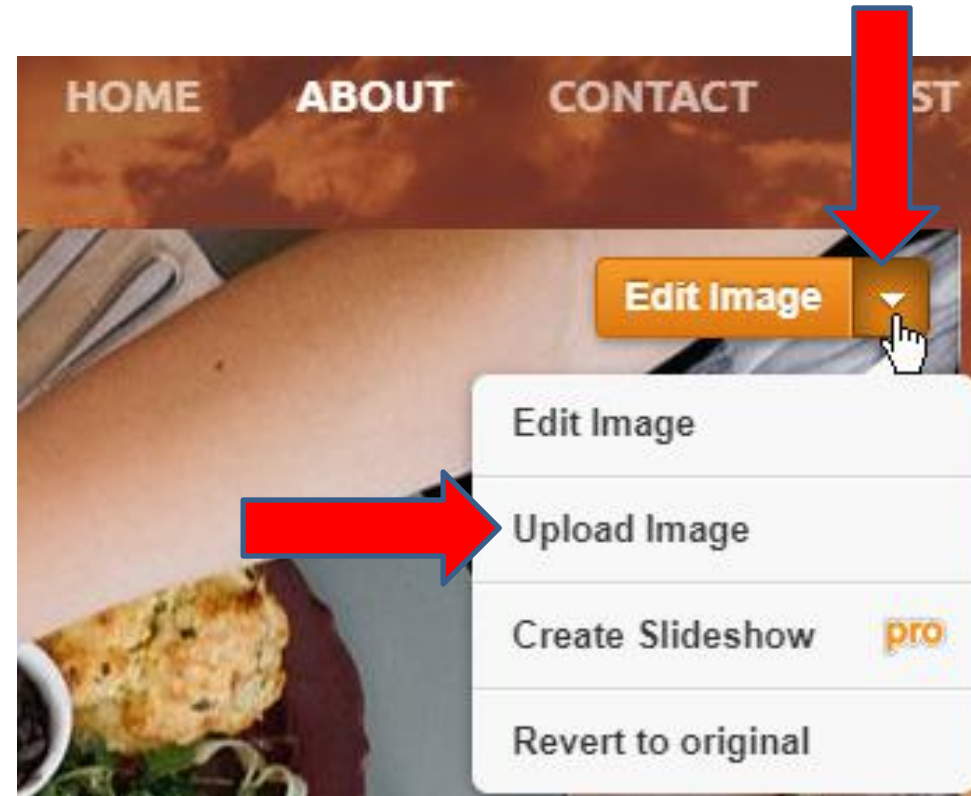
- **New window opens to Confirm Saving.**
- **Click on Overwrite and next is what happens.**



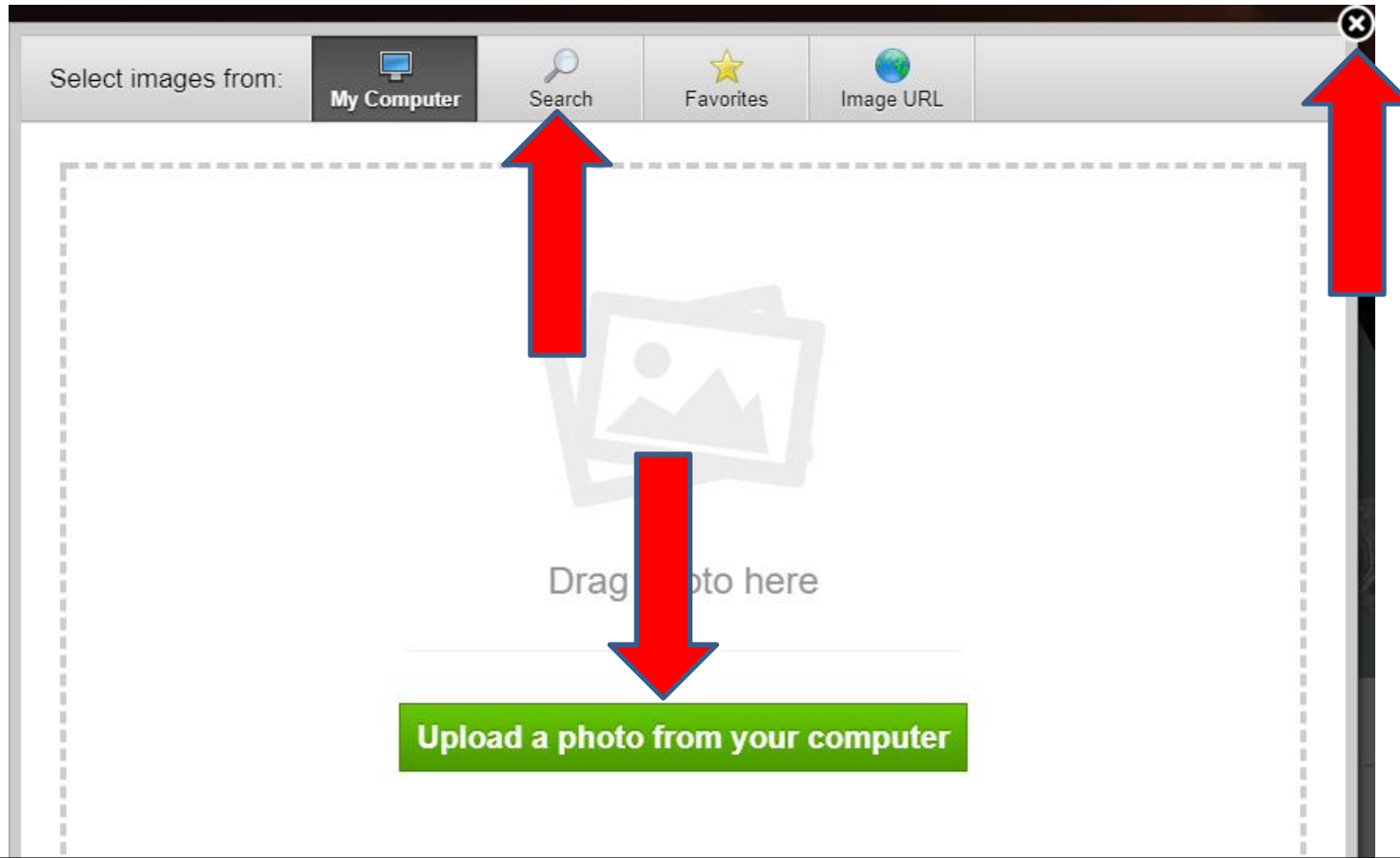
- You see similar Background of the Section Header we created before and it is on every page.
- Next is how to edit the Header.

The screenshot displays a website builder interface. At the top, a navigation bar includes 'Build', 'Pages', 'Theme', 'Store', 'Apps', 'Settings', 'Help', and 'Upgrade' (with a lightning bolt icon), and a 'Publish' button. The main content area features a header with the title 'BUILD WEBSITE FREE COURSE' and navigation links for 'HOME', 'ABOUT', and 'CONTACT'. Below the header is a large image of a dining table with various dishes, including waffles, coffee, and vegetables. A dashed white box is overlaid on the page below the image, containing the text 'DRAG ELEMENTS HERE', indicating a drag-and-drop editor. On the left side, a sidebar menu is visible, categorized into 'BASIC', 'STRUCTURE', and 'MEDIA'. The 'BASIC' category includes options for Text, Image, Gallery, Slideshow, Map, Contact Form, and Newsletter Form. The 'STRUCTURE' category includes Section (marked as 'NEW') and Divider. The 'MEDIA' category includes video and audio icons.

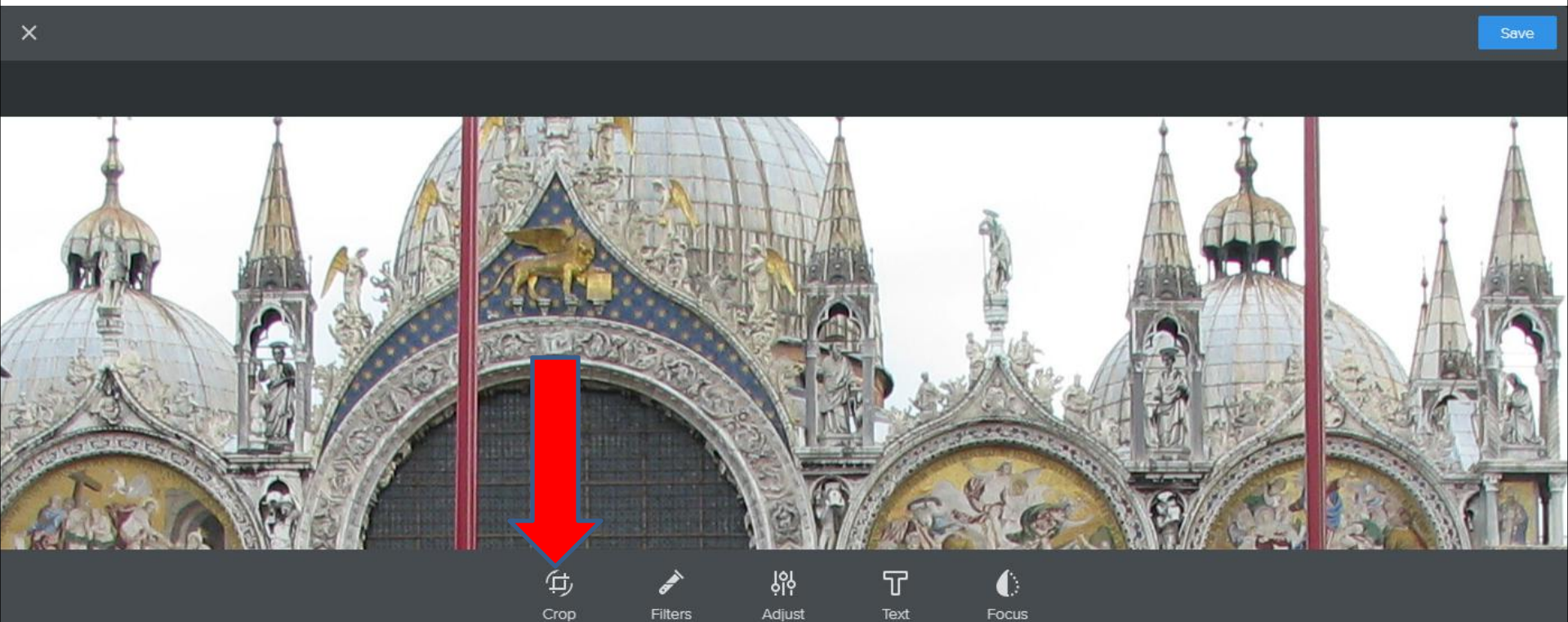
- When you hover over the Header, you see Edit Image. I recommend you click on the drop down next to it and click on Upload Image.
- Next is what happens.



**New window opens as I we did in the New Theme, you can Search or Upload a photo from your computer. When you click on X in the upper right, it does not show the other options that I showed in the New Theme. Next is a sample of Upload.**

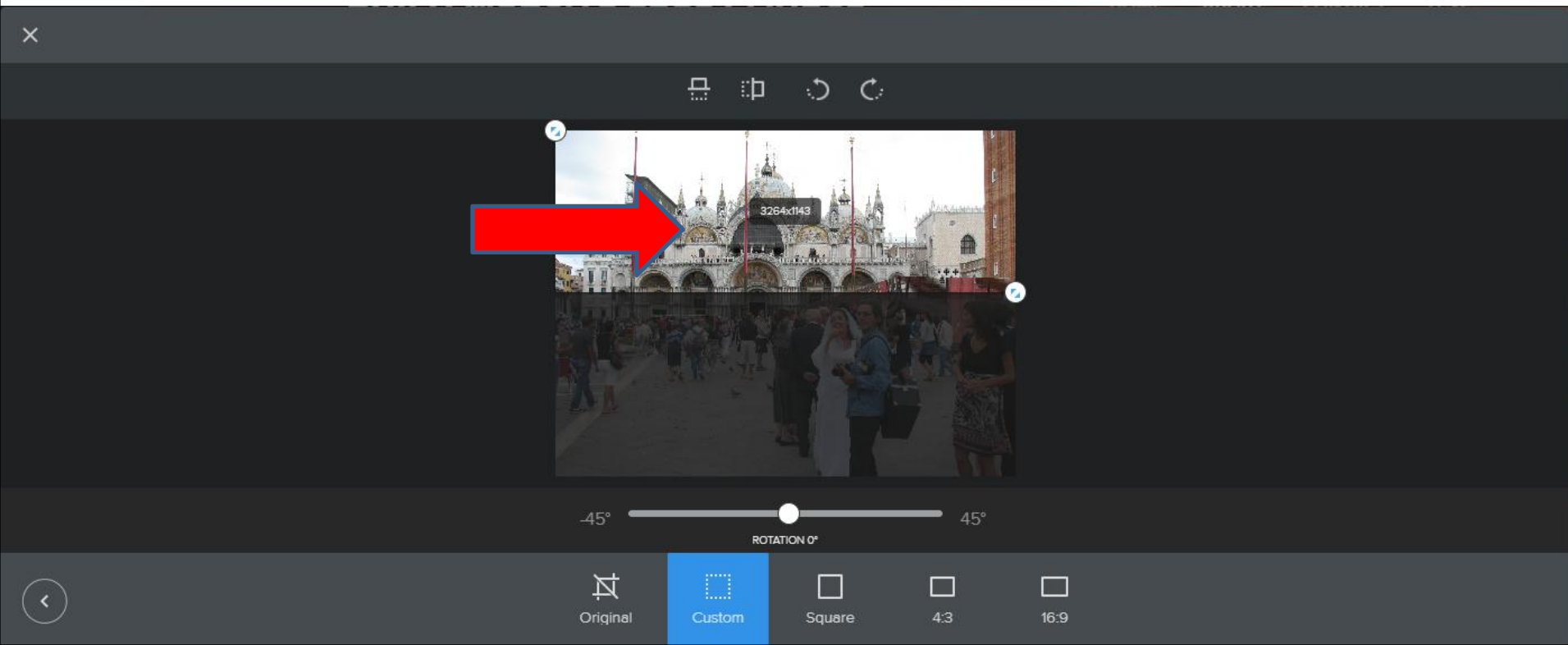


- Window closes and it is in process. Once complete, a new window opens with edit options at the bottom.
- I decided to click on Crop and next is what happens.

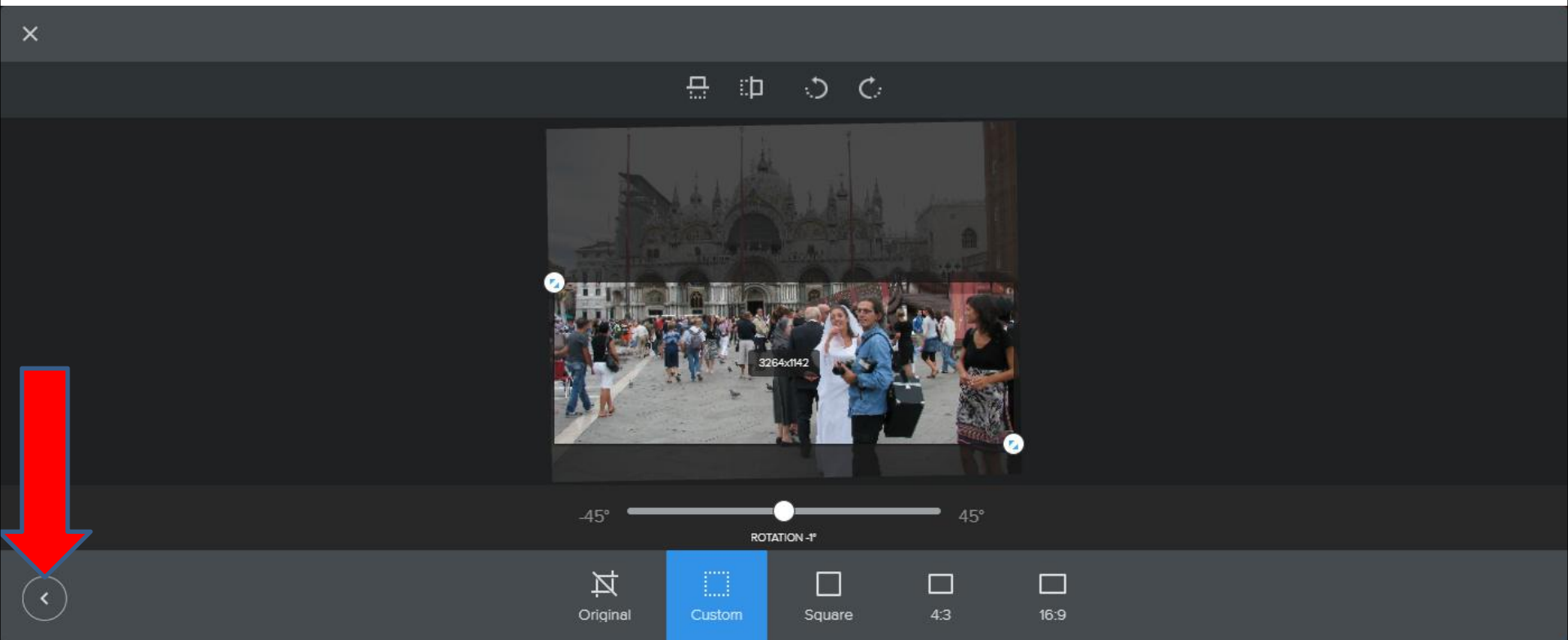




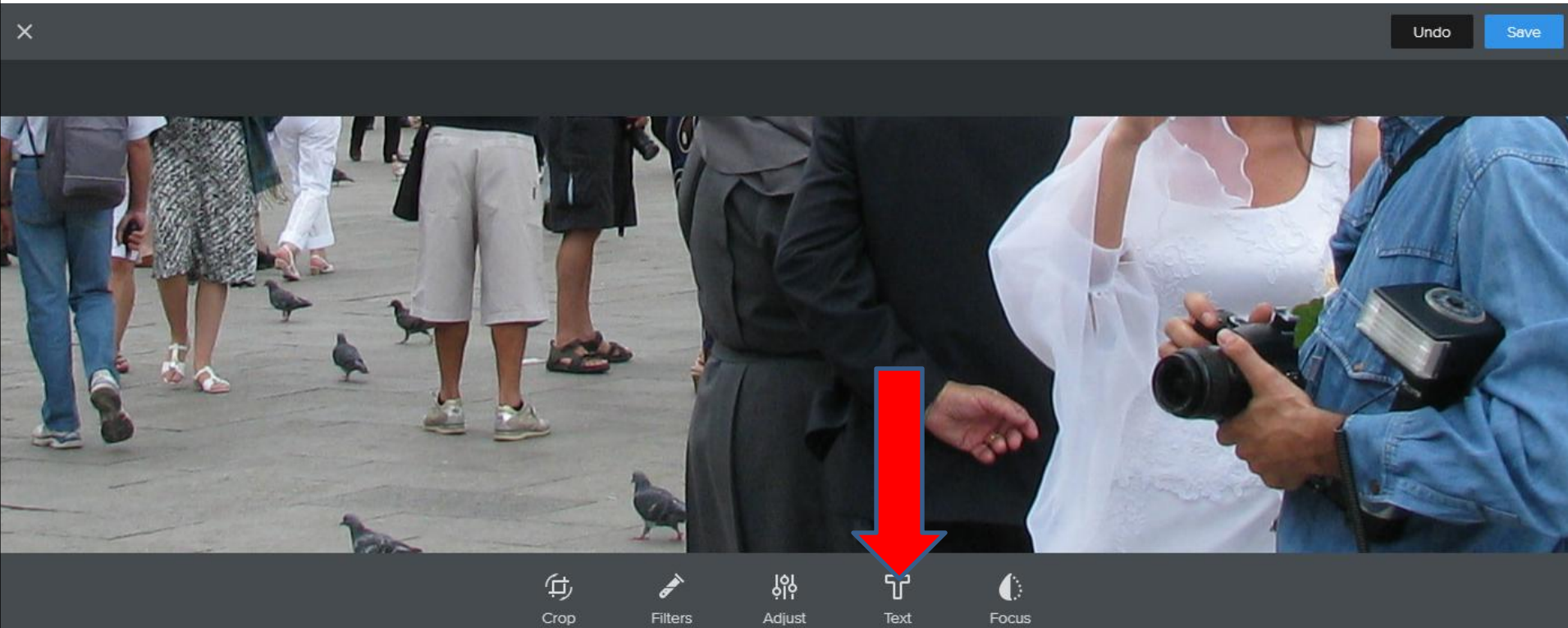
- Window changes and you can left click on it and hold it down and drag it down.
- Next is a sample of dragging it.



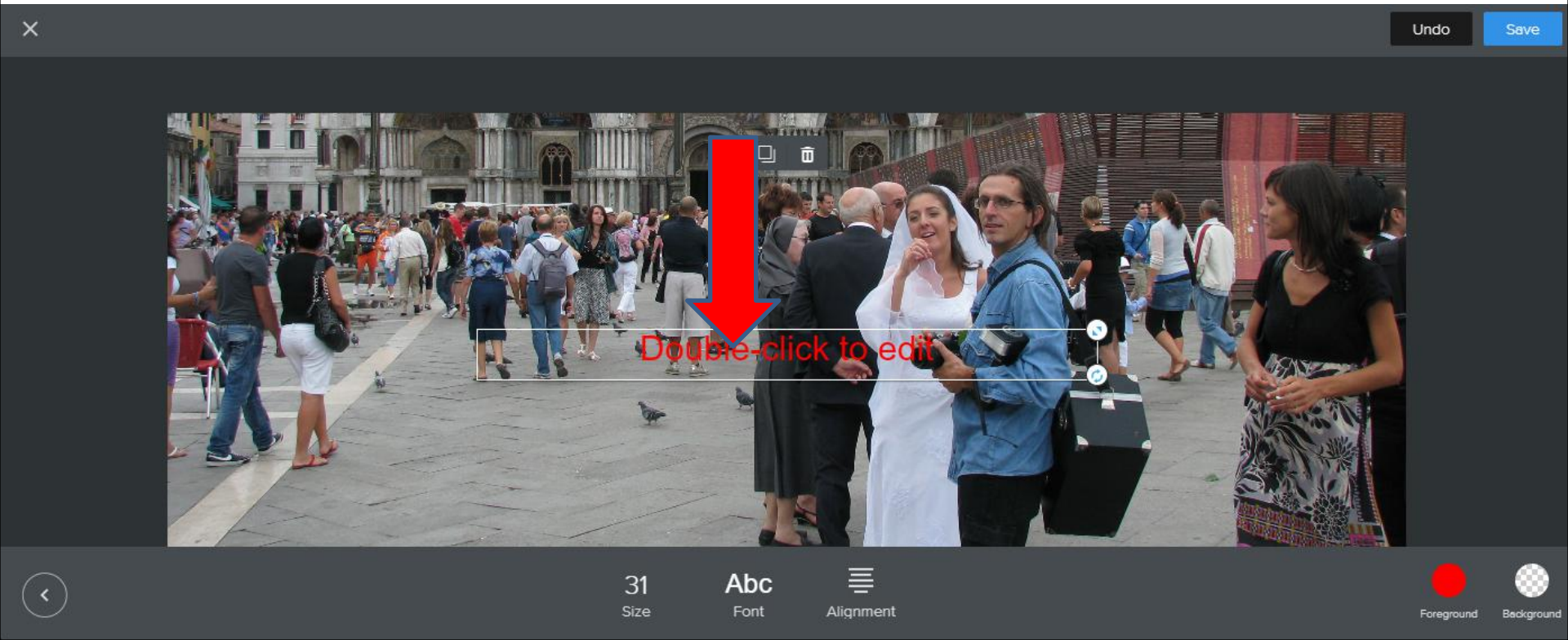
- Here is a sample of dragging it.
- You click on the lower left to go back. Next is what happens.



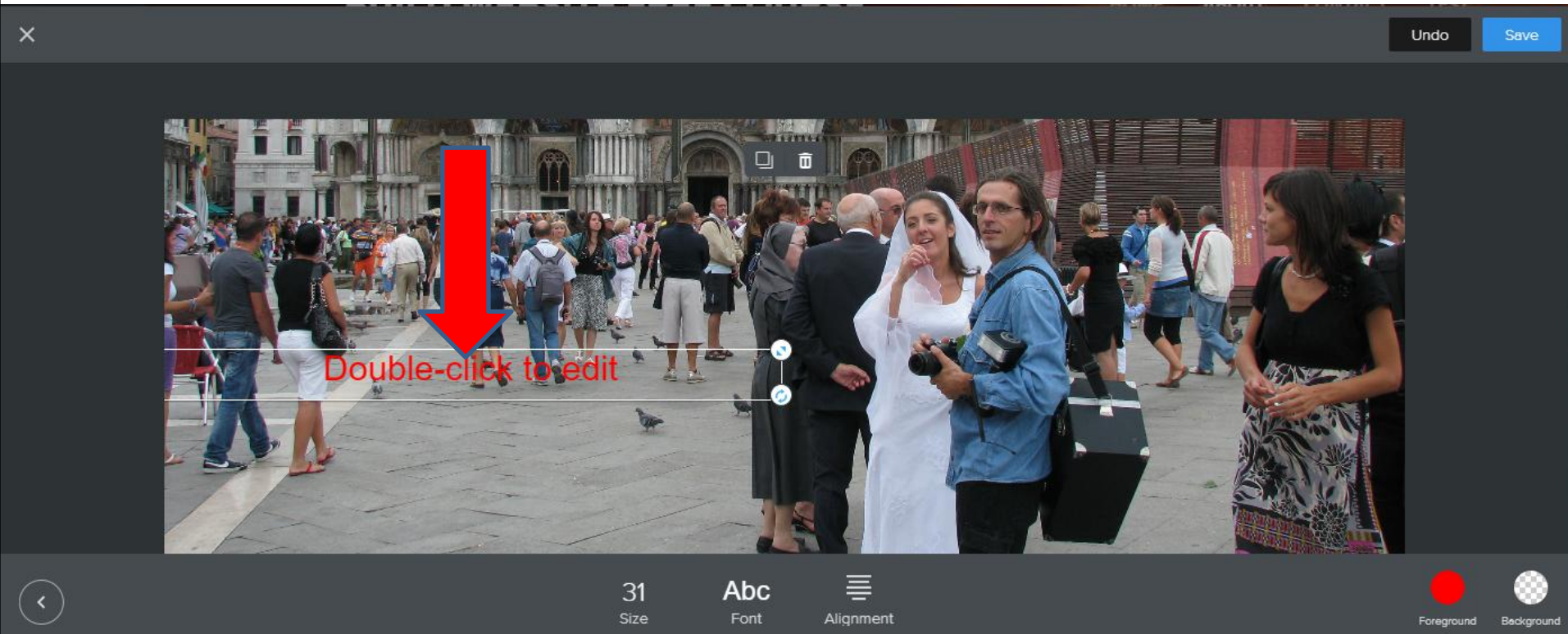
- **Note – when you click on Save the image is different, like the Crop.**
- **Click on Text and next is what happens.**



- **Window changes and you see Text in the Middle. You can left click on it and hold it down and drag it to the location you want.**
- **Next is a sample of dragging it to the left.**



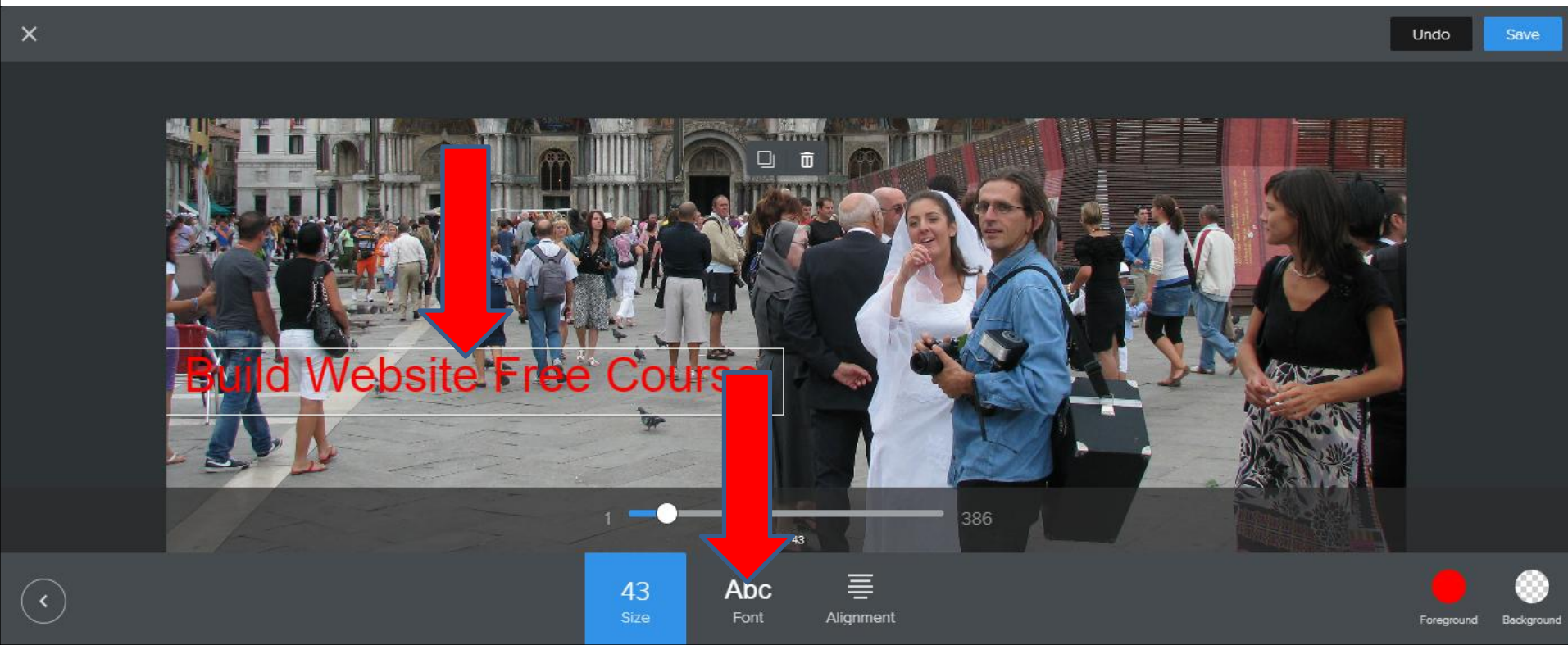
- Here is a sample of dragging it to the left.
- You then have to double click on it to type in Text.
- Next is a sample of doing that.



- Here is a sample. You can change the size. You left click on hold down on the Icon and drag it to the right to make it larger.
- Next is a sample.



- Here is a sample of making it larger to 43.
- You can change the Font to make it more bold. You click on ABC Font and next is what happens.

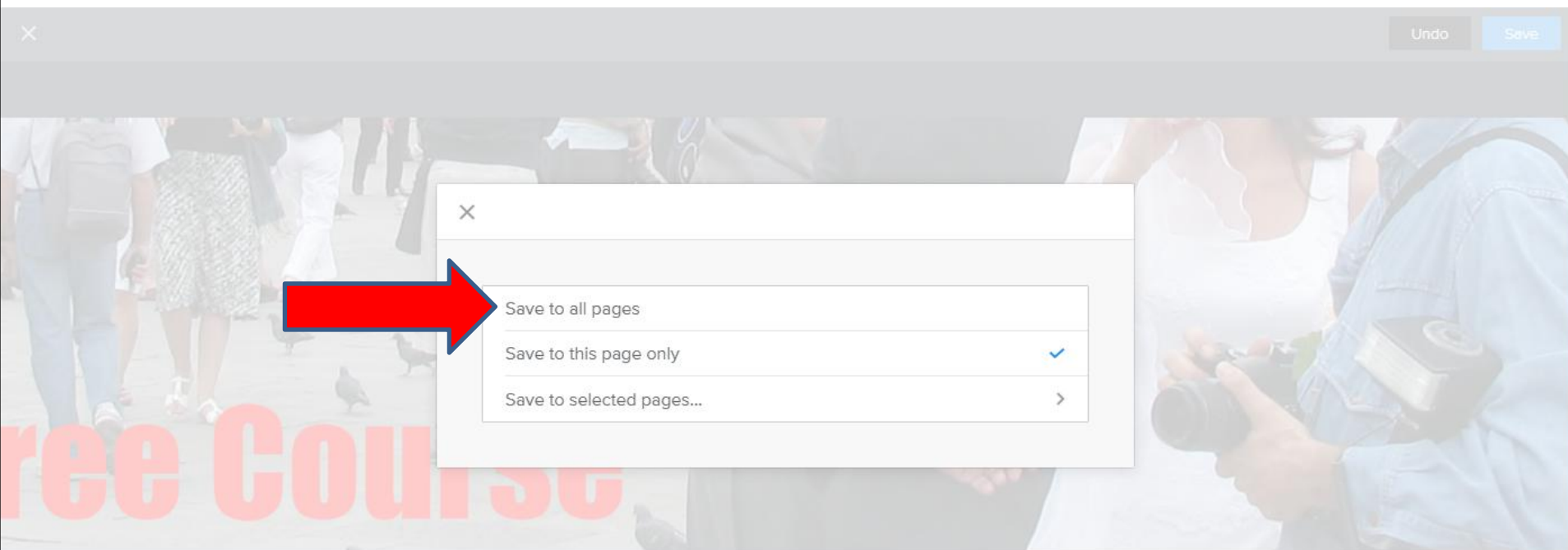


- Here is a sample of clicking on it and clicking on the one on the right.
- Once complete, click on Save in the upper right and next is what happens.





- **A new Window opens and I recommend you click on Save to all pages.**
- **Next is what happens, when you click on Save to all pages.**



- **Window closes and you see it. When you go to other pages, it is the same. The Site Title is on the Navigation Bar. You can Hide it in Settings as I showed you before. Next explains other options.**

The screenshot shows a website editor interface. At the top, there is a navigation bar with options: Build, Pages, Theme, Store, Apps, Settings, Help, Upgrade, and Publish. The main content area features a header with the title 'BUILD WEBSITE FREE COURSE' and navigation links for HOME, ABOUT, CONTACT, and TEST. Below the header is a large image of a busy street scene with a bride and groom, overlaid with the text 'Build Website Free Course'. Below the image is a large dashed box containing the text 'DRAG ELEMENTS HERE'. On the left side, there is a sidebar with settings for the page name (About), visibility (Hide in Navigation), header type (Tall Header), and SEO settings. At the bottom of the sidebar are 'Copy' and 'Delete' buttons.

- **As I mentioned before, it does not allow color vs. Image. But, you can create an Image with color. A free program called PicPick allows you do that.**
- **You can also can create an Image with a Photo and background color with PicPick. PicPick also does a Screen Capture and you can change the size and save it as an Image.**
- **There is a Tip – How to create Image with background color. It shows you that with PicPick.**
- **Next is a sample of uploading an Image that I did with a Screen Capture of the Create your own Header with PicPick.**
- **I love PicPick and I use it a lot.**

- Here is a sample of uploading an Image that I did with a Screen Capture of the Create your own Header with PicPick.
- This is the End of the Tip.

The screenshot displays a website builder interface. At the top, there is a navigation bar with options: Build, Pages, Theme, Store, Apps, Settings, Help, and a mobile device icon. On the right side of the navigation bar, there are two buttons: 'Upgrade' (orange) and 'Publish' (blue). Below the navigation bar is a sidebar with various widgets categorized under 'BASIC', 'STRUCTURE', and 'MEDIA'. The 'BASIC' category includes Text, Gallery, Slideshow, Map, Contact Form, and Newsletter Form. The 'STRUCTURE' category includes Section, Divider, and Spacer. The 'MEDIA' category includes HD Video and Audio. The main workspace shows a header section with a blue background. On the left side of the header, there is a photo of a smiling man. To the right of the photo, the text 'Build Website Free Course' is displayed. Below the header, there is a large white area with a dashed border and the text 'DRAG ELEMENTS HERE'. The background of the workspace is a sunset scene with a bicycle wheel visible in the bottom right corner.