

Build Your Perfect Website – Week 2 checklist

	Task	Complete
1	Logon to your site. Add /wp-admin to the end of the address to get to the logon panel	
2.	Add your Logo. Navigate to Divi (bottom left of Dashboard) > Theme Options. Upload your logo.	
3.	Add your Colours and Social Media links. Add any colours you have to the colour palette and your social media addresses to the social media settings. Disable any social profiles you don't use. Don't forget to save.	
4.	Add a Favicon Dashboard > Appearance > Customize > General Settings. Set your site title, tagline and add a favicon (512x512px). Save and publish.	
5.	Set site style (boxed, standard or full width) and accent colour. Click the back arrow and choose layout. Decide whether you want a boxed or full width layout. Change the accent colour to one of your colours. Save and click back	
6.	Choose your Fonts. Select back arrow and then Typography. Choose a header and body font you like. https://fonts.google.com/ . Set the body link, body and text colours.	
7.	Set Background colour. If you are using a boxed layout (where you can see the sides of the 'page') then go to background and choose a colour or image.	
8.	Set your Header style (logo in the middle, side, menus below or on the side) Go to Theme customizer > Header & Navigation > Header Format. Choose a header style. Save!	
9.	Design your Main Menu Theme customizer > Header & Navigation > Primary Header. Set the menu and logo heights to suit. Choose the fonts, text colours and size.	
10.	Design your Secondary Menu (Optional) Theme customizer > Header & Navigation > Secondary menu. Select colours. Click back, select Header elements and add. Save.	
11	Set your Footer colour and style Theme customizer > Footer. Select the footer layout. Choose a layout and colour. Save.	
12.	Customise Your Footer - Theme customizer > Footer > Bottom Bar. Set the colours and fonts and add © 2020 to the footer credits along with your business name.	
13.	Save and give yourself a treat!	