



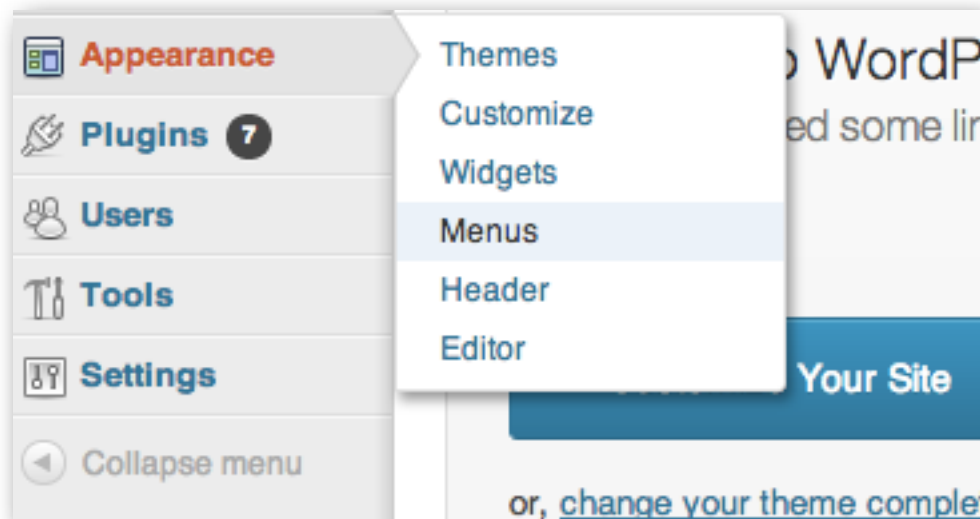
APOGEE
design systems

Apogee Design Support Center

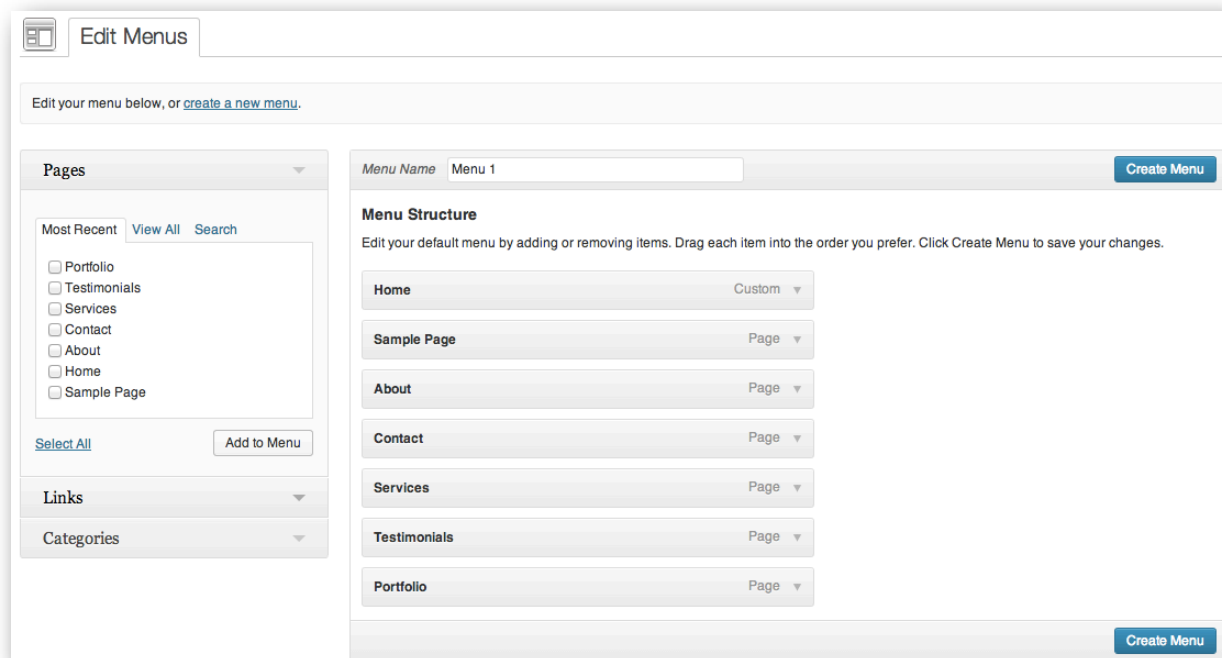
User Manual: *Manage Menus*

Manage Menus

1. Navigate to Appearance > Menu



2. This is the main Menu screen. From here, you can create a new menu, add pages, links and categories to an existing menu, or change between menus.



3. To create a new menu, type the name of your menu into the field shown below and click 'Create Menu'.

Menu Name [Create Menu](#)

Give your menu a name above, then click Create Menu.

[Create Menu](#)

4. Next select the pages, categories, and links you would like to add and click 'Add to Menu'.

Pages

Most Recent [View All](#) [Search](#)

- Portfolio
- Testimonials
- Services
- Contact
- About
- Home
- Sample Page

[Select All](#) [Add to Menu](#)

Links

Categories

Pages

Links

Categories

Most Used [View All](#) [Search](#)

- Uncategorized
- Example
- Test
- Sample

[Select All](#) [Add to Menu](#)

Pages

Links

URL

Link Text

[Add to Menu](#)

Categories

5. You will see the pages show up on the right side of the screen. Click 'Create Menu' or 'Save Menu' to finish.

The screenshot shows a CMS interface for configuring a menu. On the left, there is a sidebar with sections for 'Pages', 'Links', and 'Categories'. The 'Pages' section is active, showing a list of pages: Portfolio, Testimonials, Services, Contact, About, Home, and Sample Page. Below this list are buttons for 'Select All' and 'Add to Menu'. The main area is titled 'Menu Name' with the value 'Footer Menu' and a 'Save Menu' button. Under 'Menu Structure', there is a list of menu items: 'Home' (Page), 'Services' (Page), 'Sample sub item' (Category), 'Portfolio' (Page), 'About' (Page), 'Testimonials sub item' (Page), and 'Contact' (Page). Below this is the 'Menu Settings' section, which includes 'Auto add pages' (with a checkbox for 'Automatically add new top-level pages to this menu') and 'Theme locations' (with a checkbox for 'Navigation Menu'). At the bottom of the main area are 'Delete Menu' and 'Save Menu' buttons.