

VIVA THEMES

We Help You Look Good

ECOLIFE THEME INSTRUCTION MANUAL

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Thank you for purchasing this theme. This is your first step towards having a great looking site. Please read the instructions below. If you need more help please use our [support forum](#).

If you like this theme you might consider switching to the ALL THEMES PACKAGE. Please [click here for details](#)

We have included also an .xml file inside the package to enable you have the demo look in your website before you start customizing the theme.

THEME OVERVIEW

Ecolife is an attractive theme for non-profits, ngo-s and business websites with 100% responsive design.

- Theme compatible with latest WordPress version.
- 100% responsive design.
- Full screen background slideshow.
- Feature embedded video on front page.
- One custom widget included to display team members.
- Blog page template.
- Featured images in posts and pages.
- Custom menu navigation system, multi-level dropdown
- Custom styled css elements.
- Styling for Contact Form 7 plugin.
- One widget ready location.
- Threaded comments.
- Cross-browser compatible.
- Delivered with .png and .psd source files.

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HOW TO INSTALL THE THEME

Please unzip the '[ecolife_unzip_first.zip](#)' file that you received.

The theme is the '[ecolife.zip](#)' file inside the folder. In your WordPress administration area, go to '[Appearance - Themes](#)'. Click on '[Install Themes](#)' tab on top, then click '[Upload](#)' item in the new menu and browse for the '[ecolife.zip](#)' file in your computer and after locating it press the '[Install Now](#)' button and after that '[activate](#)' the new theme.

You can also install this theme the traditional way, by unzipping the '[ecolife.zip](#)' file, and upload the theme folder using an ftp client to the '[wp-content/themes](#)' folder of your WordPress installation.

After installing the theme, go to '[Appearance-Themes](#)' in your WordPress administrator area, and click the '[activate](#)' link of the newly installed theme. The theme is now the active one.

THEME OPTIONS PANEL

The theme has an options panel that can be reached at 'Appearance-Theme Options'. Please take a look at some options you have available. You can also use the WordPress customization panel that can be reached at 'Appearance-Customize'.

USING AN IMAGE AS LOGO

You have to upload your logo image in the Media Manager, and enter the image url in the Logo Image Location field, in the theme panel.

You can also switch to text logo from the theme panel.

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CONFIGURING THE MENU

The theme uses in full the WordPress custom menu navigation system. There are two menu locations in this theme: the 'Main Menu' and the 'Footer Menu'.

You need to go to '[Appearance – Menus](#)' in your WordPress admin to start configuring your menu. You first need to create a menu in the right side and then from the left you can select the pages and categories you want to be part of each menu. Don't forget to click 'Save Menu' after you add the items. *Note that you have to have created your pages and categories first and they will be available in the list to include in the menu.*

In the bottom of your menu area you can select the location where you want the new menu to be assigned.

To enable dropdown in the menu interface, you have to drag the menu items below another menu item (child item).

FEATURED IMAGES

When you edit a page or post, in the bottom of the right column you have an area called *Featured Image*. Click on the [Set Featured Image](#) link and you will be taken in the image uploader interface, where you can upload or select one of the existing images. Make sure that after you view your image press the '[Use as Featured Image](#)' link. The image will be resized and cropped to fit your thumbnail size.

You can use the featured images on both posts and pages in this theme.

CONFIGURING THE BACKGROUND SLIDER

In the top of the right column when you edit a post you have a custom box where you can feature the post in the slider. The featured image of the post will be on the background slides. You have to feature as many posts for as many slides you want to have.

EMBEDDING A VIDEO IN THE FRONT PAGE

It is extremely easy to embed a YouTube video in the featured video section in the front page. Just go to the Theme Options Panel and enter there the url of the YouTube video. You can also change the titles of the video from the panel.

CONFIGURING THE FRONT PAGE

The front page of this theme is widgetized. The location is 'Front Widgets'. Go to 'Appearance-Widgets' and add widgets to that location. You can use any type of widget you want, therefore there are unlimited functionality possibilities.

CREATING THE TEAM MEMBERS LIST

We have included a custom widget with the theme to display the team members list. First you need to create a category for the team. One team member is one post. The title of each post is the team member's name and the featured image is the photo of the member. The post content is some info about the member that appears automatically in the tooltip.

After you create all members, add the Team List Widget to the 'Front Widgets' area of your theme. From the widget options select the category you used for your team members. That's all you have to do to have the list appear as in our demo.

THE BLOG PAGE TEMPLATE

First create a category name blog and add posts to that category.

After that create a page, you can name it whatever you want, and in the template selection dropdown select the 'Blog Page' template.

THE WIDGETS

This theme has a widget ready section in the bottom of the website which is called 'Front Widgets'. Go to 'Appearance-Widgets' to add your desired widgets. If you want different widgets in different sections of your website you can use the Widget Context plugin that can be found in the WordPress Plugin Repository.

CSS ELEMENTS

The theme comes with a set of custom styled elements that you can use in any page, post or widget. You need to write the html code in the 'Text' view of the page/post.

Buttons Code:

```
<a href="url" class="button black">Button text</a>
```

you can change the class 'black' to another color. Available colors are [gray-white-orange-red-blue-green-pink](#).

Boxes Code:

```
<div class="alert">This is an alert box. </div>
```

```
<div class="cart">This is a cart box. </div>
```

```
<div class="doc">This is a document box.</div>
```

```
<div class="download">This is a download box. </div>
```

Columns Code:

```
<div class="half"> some text </div>
```

```
<div class="onethird"> some text </div>
```

```
<div class="twothirds"> some text </div>
```

Best regards,

The Viva Themes Team

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