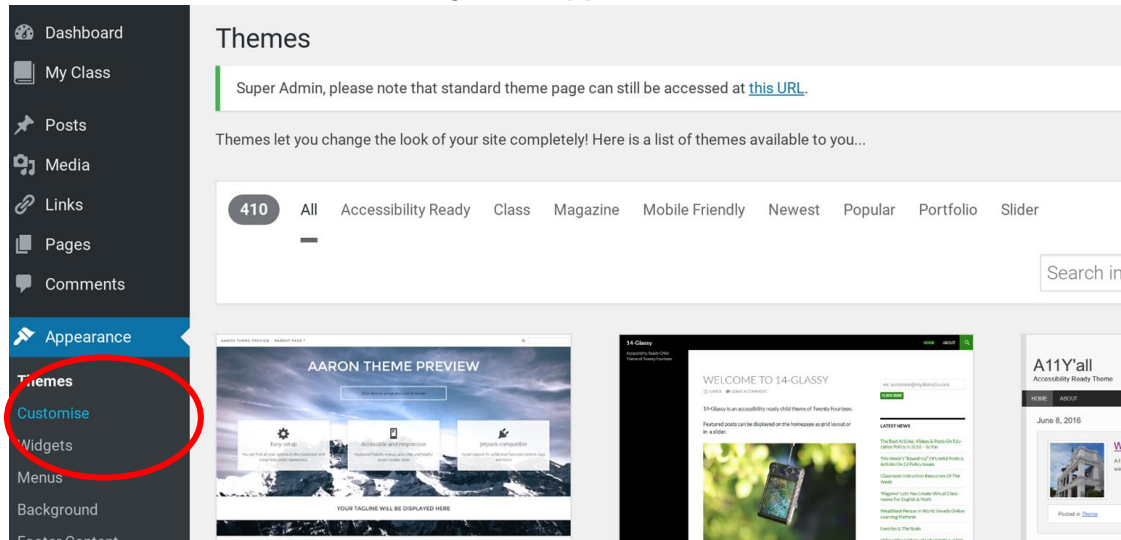


Customise the Portfolio Template

After activating your new portfolio using your College account, you may customise the site title and tagline of your portfolio in addition to more features.

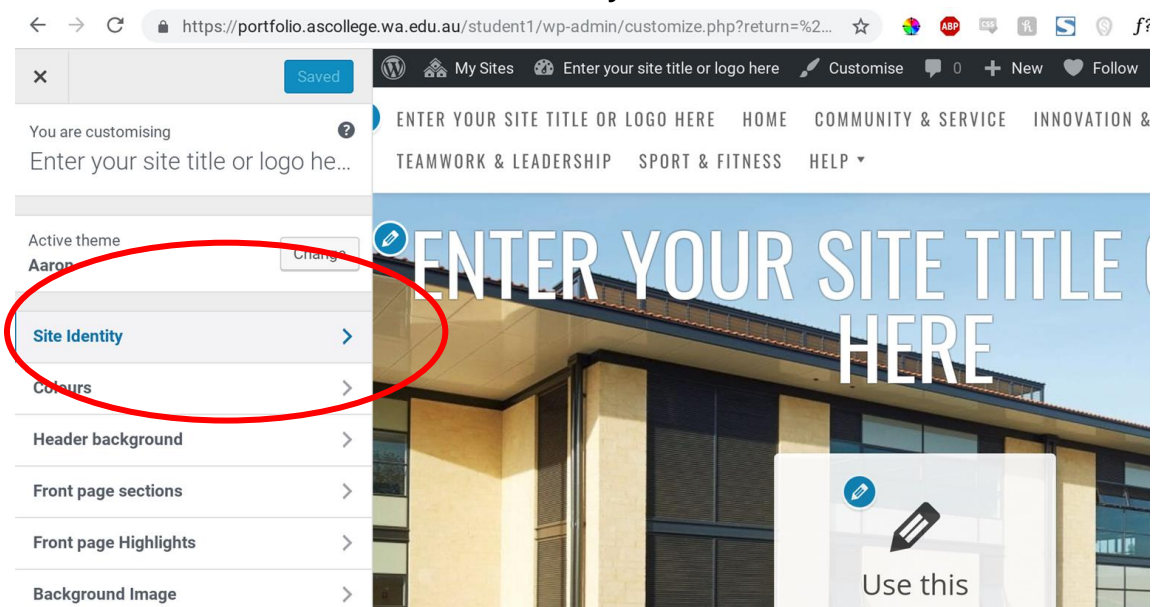
Step 1

In the WordPress Dashboard navigate to **Appearance > Customise**.



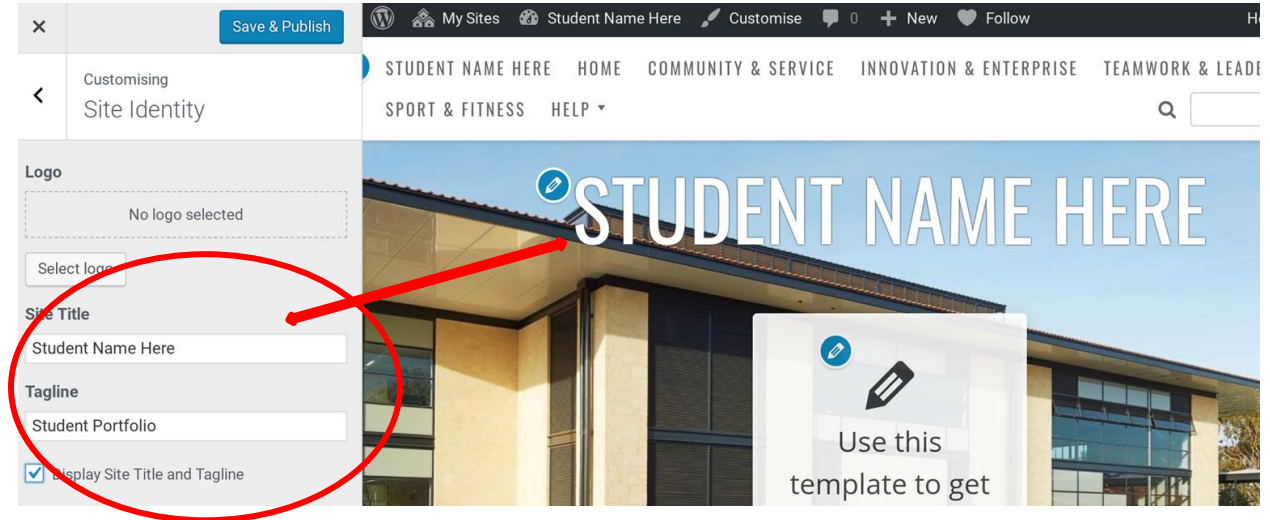
Step 2

In the Customise dashboard click **“Site Identity”**.



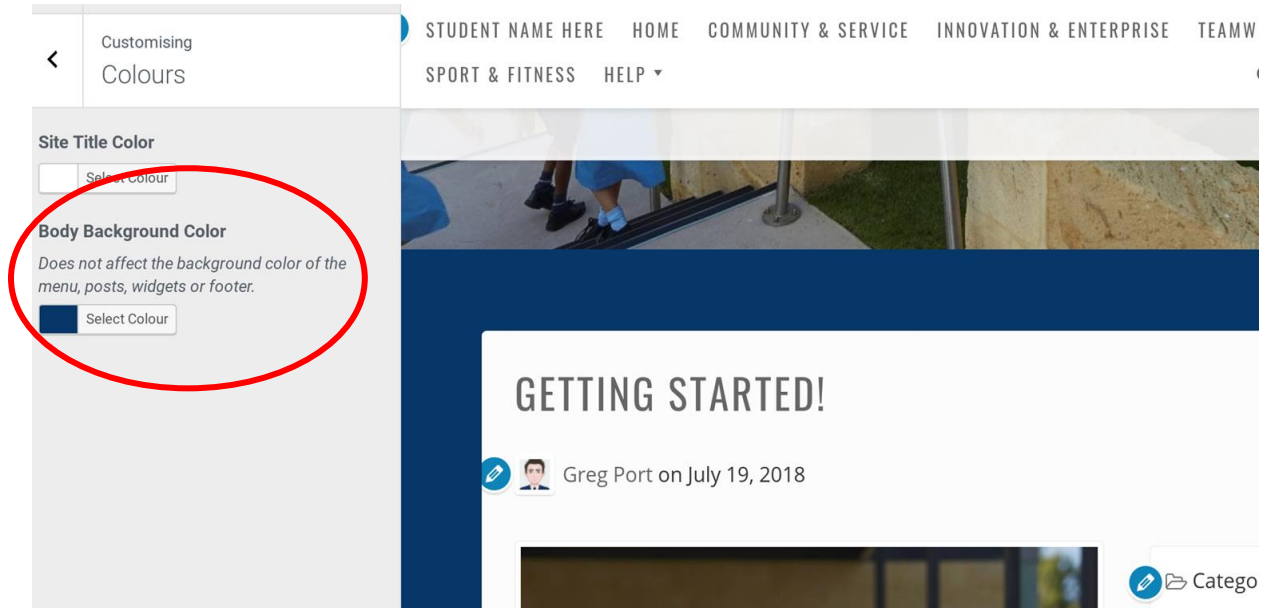
Step 3

Add your Site Title and Tagline. As this is a portfolio, this will likely include your name as the Site Title and “Student Portfolio” as the Tagline.



Step 4

Under “Colours > Body Background Color” you may change your default background colour.



Step 5

Use the “**Header background**” option to set a new background image.

To upload a new image select “**Add new image**” and either drag the image to the box or click “**Select Files**”. The recommended size for the theme is 1920x1200 pixels. The additional setting below (**Header background image position, Header background image size, and Header background image repeat**) can help to modify how the image appears.

The image shows a two-part screenshot of a website customization interface. The top part shows the main customization menu on the left, with the 'Header background' option circled in red. The right side shows a preview of the website header with a navigation menu and a large background image of a school building. A callout box with a pencil icon and the text 'Use this template to get started' is overlaid on the preview. The bottom part shows a detailed view of the 'Header background' settings. It includes a note: 'While you can crop images to your liking after clicking **Add new image**, your theme recommends a header size of 1920 x 1200 pixels.' Below this, there is a 'Current header' section with a thumbnail image of the school building and two buttons: 'Hide image' and 'Add new image', with the latter circled in red. The right side of this section also shows the same website preview as the top part.