

# Miscellaneous

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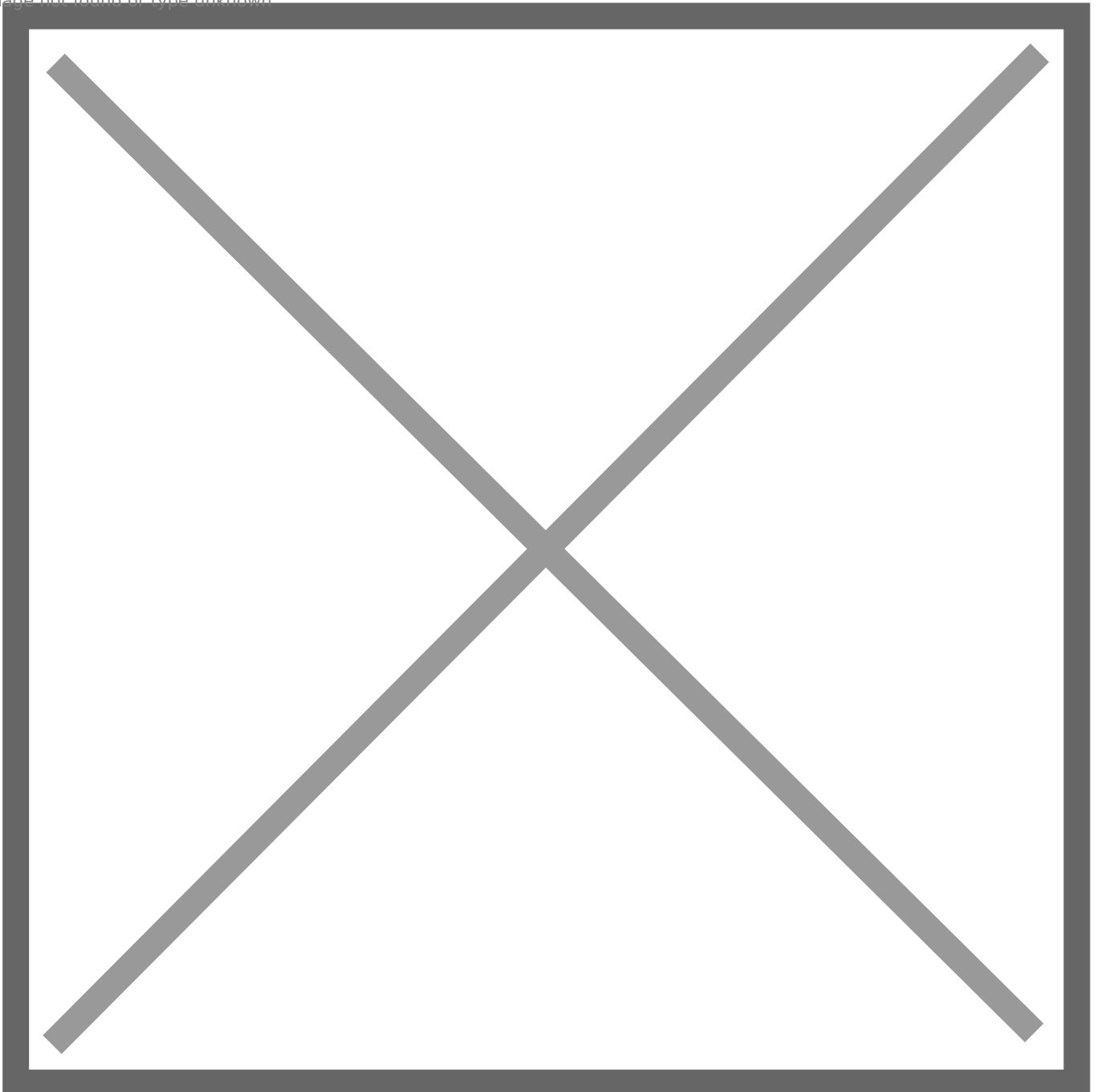
# How to Add Cookie Consent

This guide will help you with How to Add Cookie Consent to your website.

## LOGIN IN TO CONTROL PANEL

Firstly Login to your Control Panel (e.g. cPanel's URL will be <https://domain.com:2083>) and log in with your details. There click on the SitePad Icon or Link.

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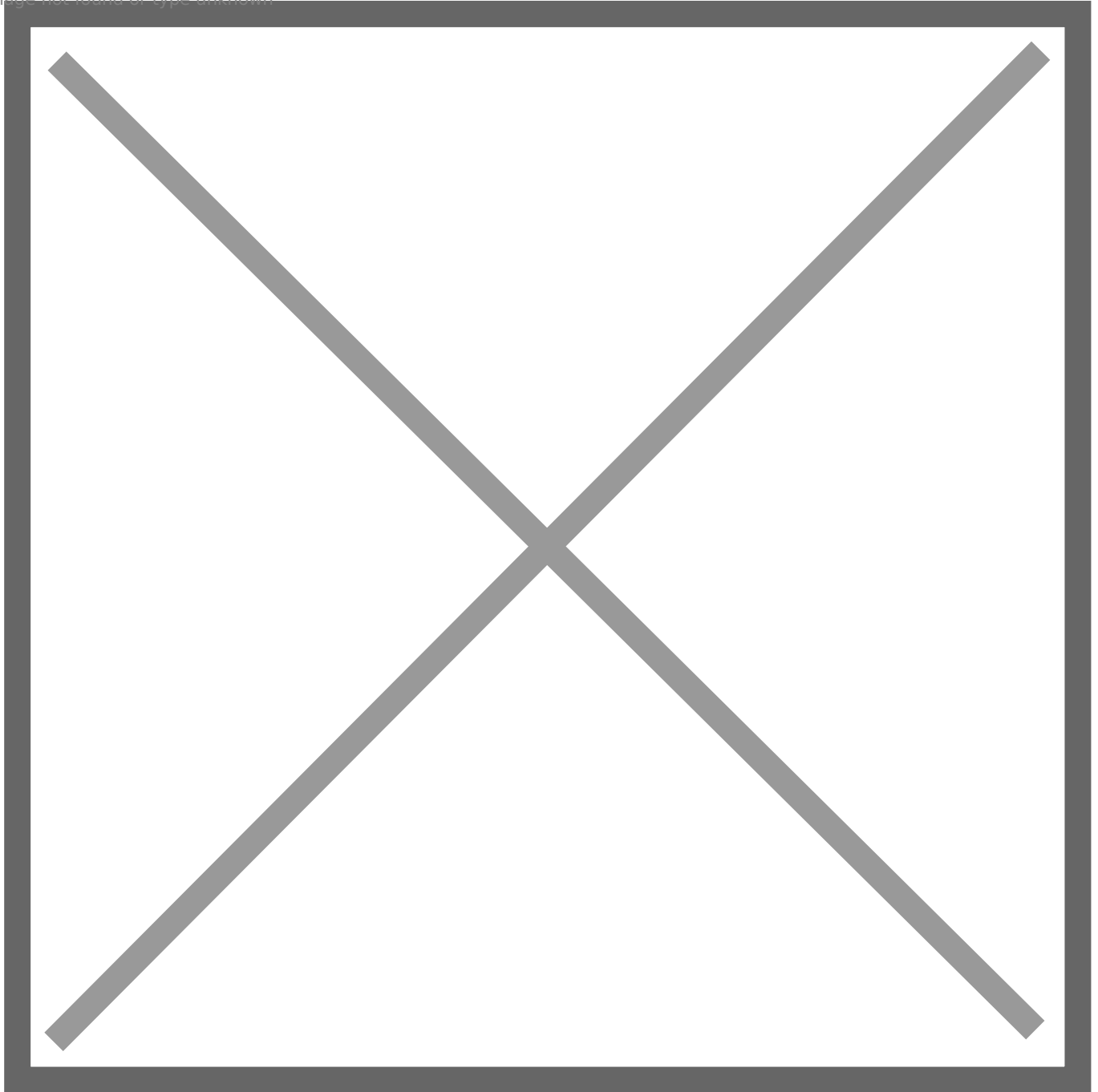


You will be redirected to **SitePad Website Builder**.

## SELECT COOKIE CONSENT OPTION

Once you are redirected to **SitePad Dashboard** Hover your mouse on **Settings** which will show submenu list, select **Cookie Consent** from the given list.

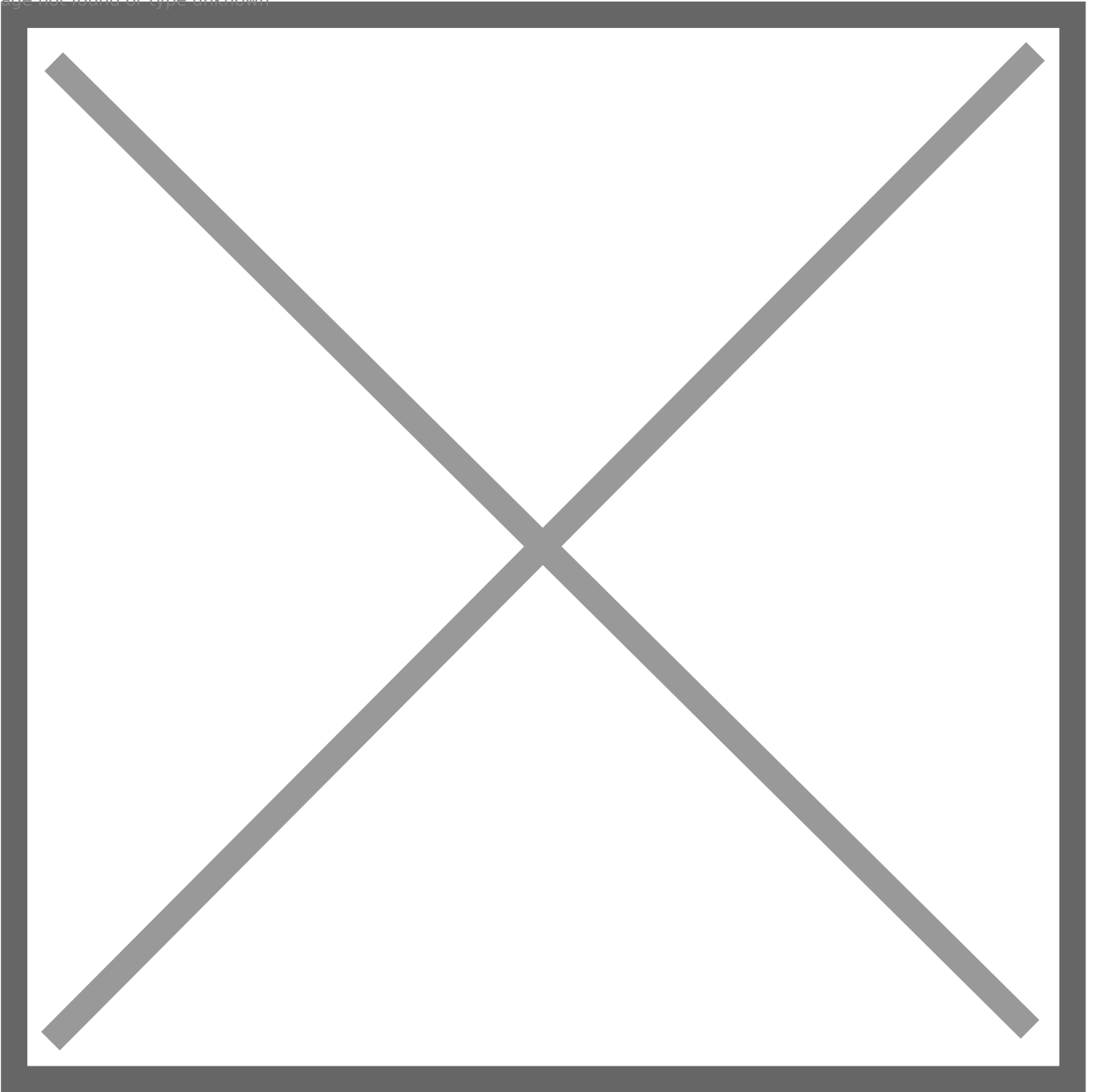
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## TURN ON COOKIE CONSENT

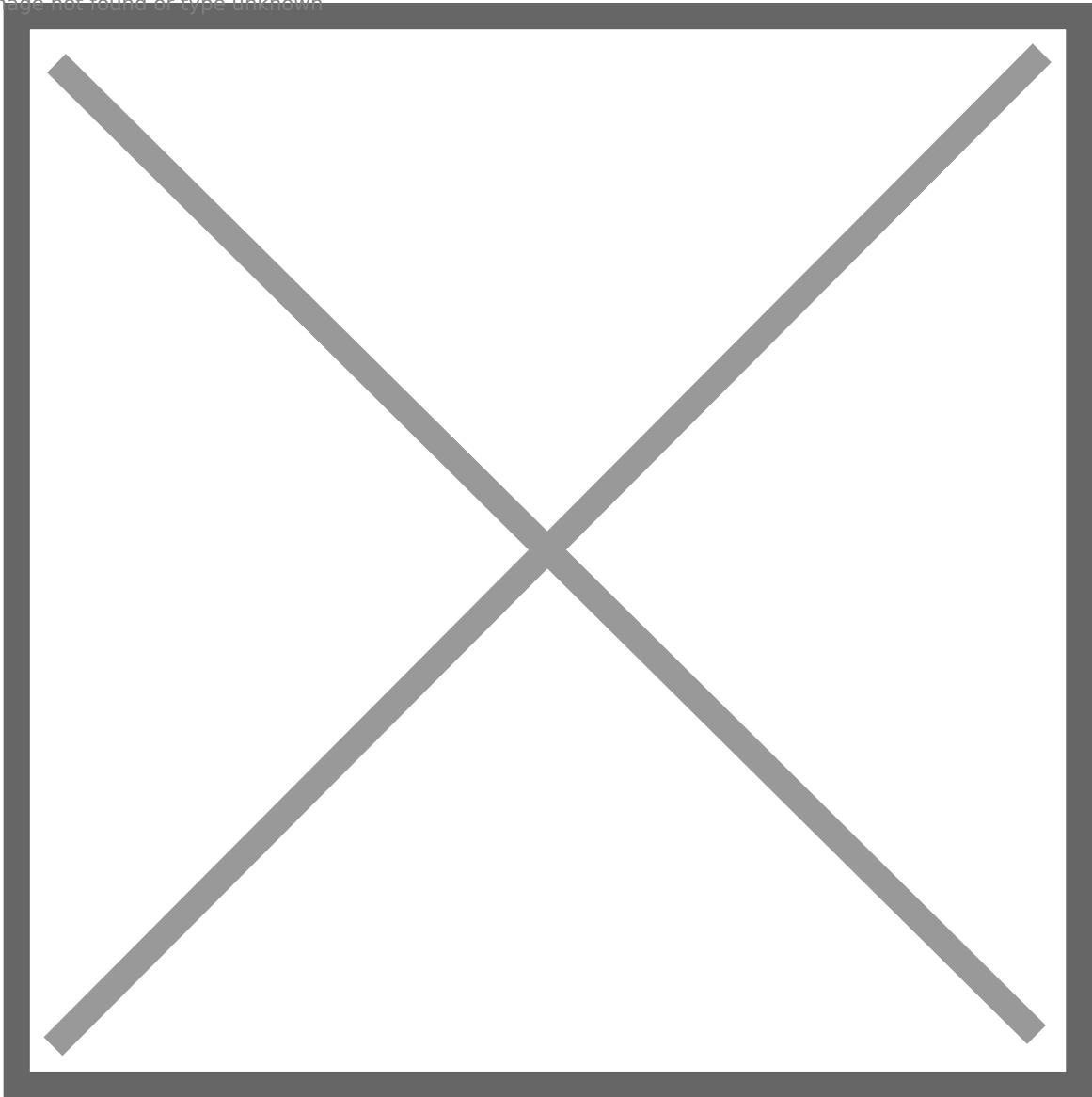
In **Cookie Consent** you will need to turn Cookie Consent On, after that you can set different options for your Cookie Consent.

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- ○ Select **Banner Position**
- Select **Banner Layout**
- Select **Banner Color** where you can set **Banner** and **Button** color.

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- ○ Add your own **Privacy Policy link**.
- Customize the banner with your own **Cookie Consent Message, Dismiss Button Text** and **Policy Link Text**.

Once you've finished customizing you need to click on **Save**.

Changes can be viewed on the **Preview website**. Once you've finalized the changes then click on **Publish**

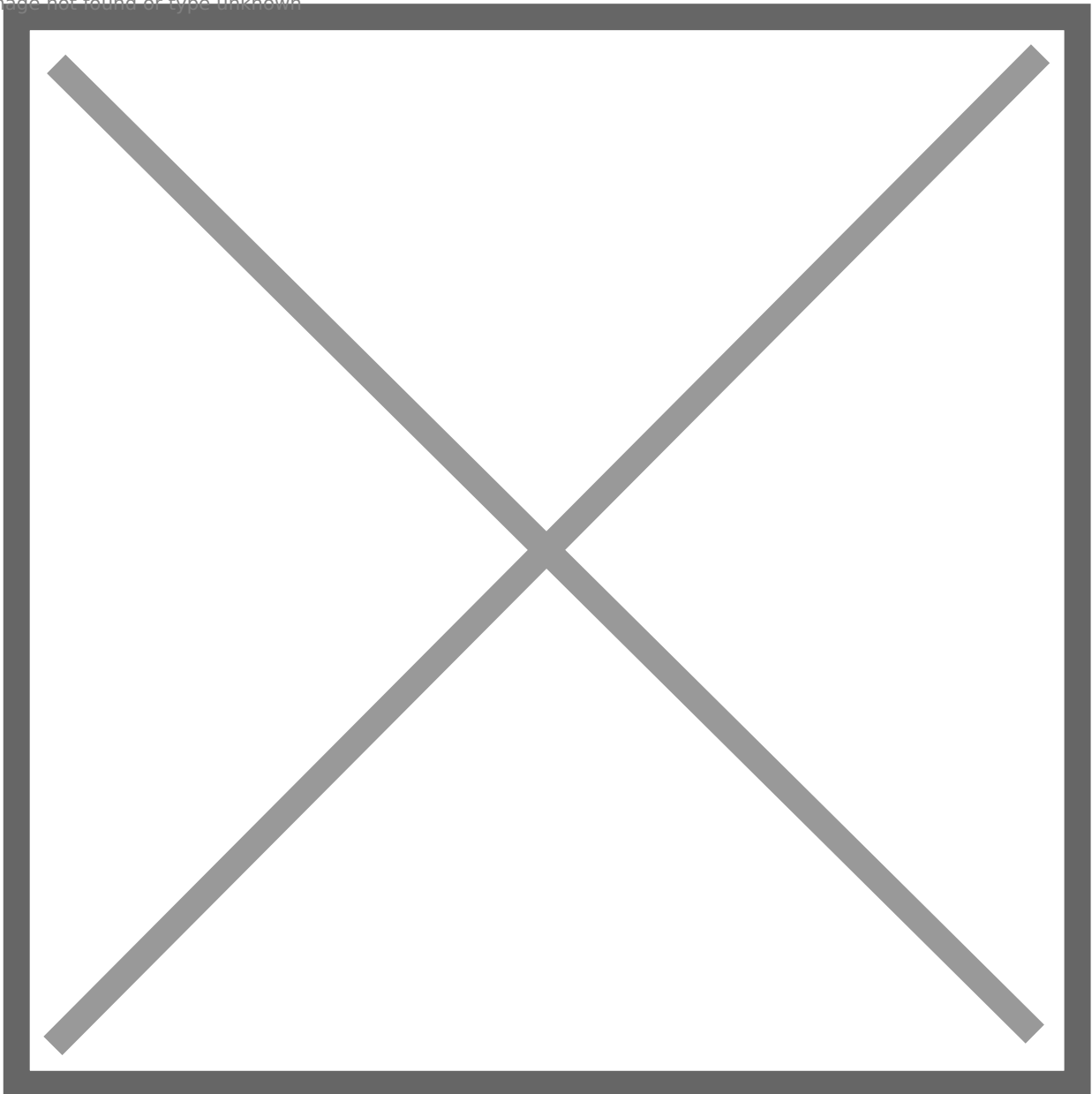
# How to Add Email Template

This guide helps when you are using more than one Contact Form in your Website.

## CONTACT FORM

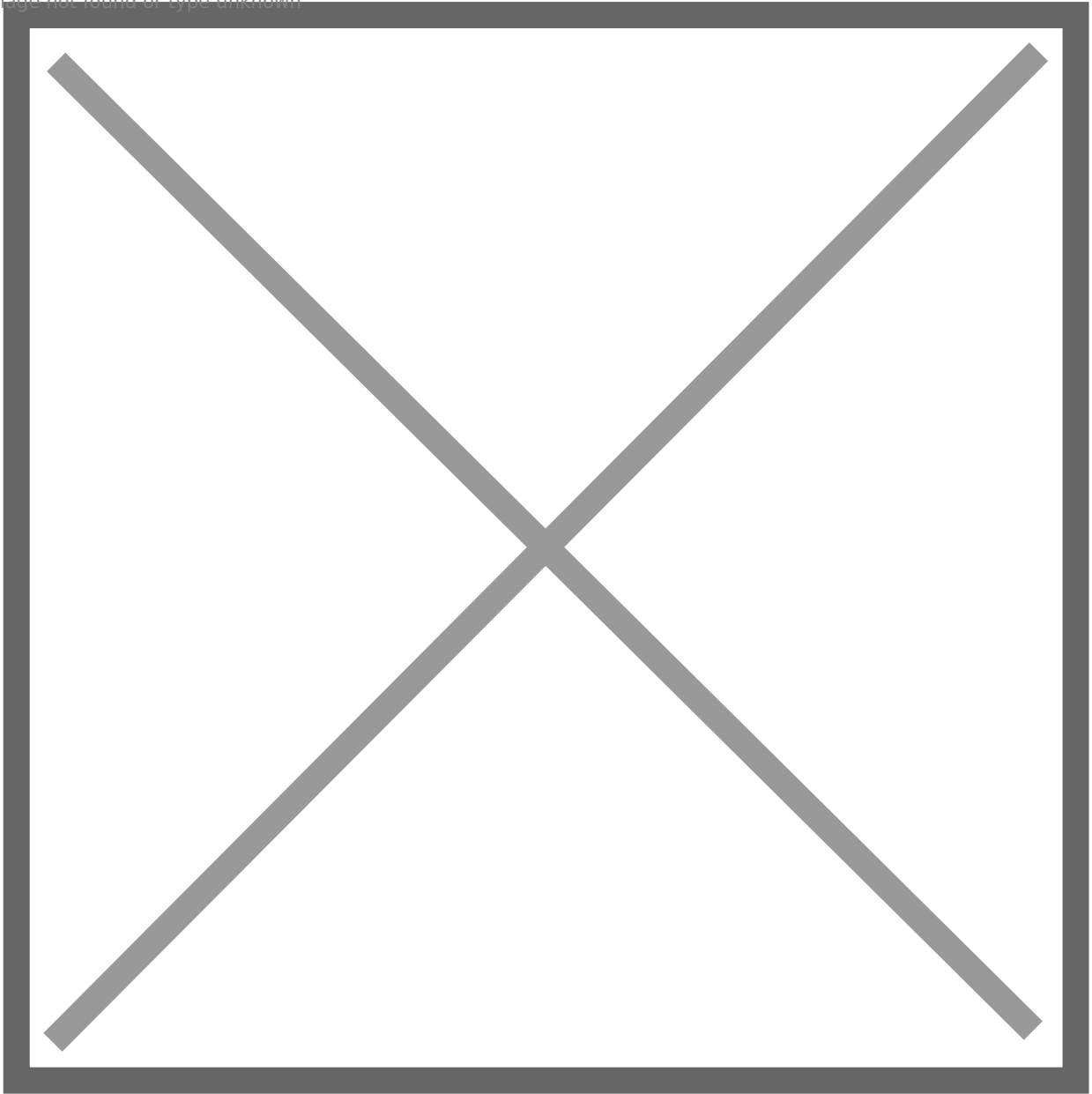
1. Insert **Field-Name** , this **Field-Name** you will use in **contact-form-id** Textarea box of contact settings page.

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2. Insert **Form Id** , this **Form Id** you will use in **contact-form-id** Textbox box of contact settings page.

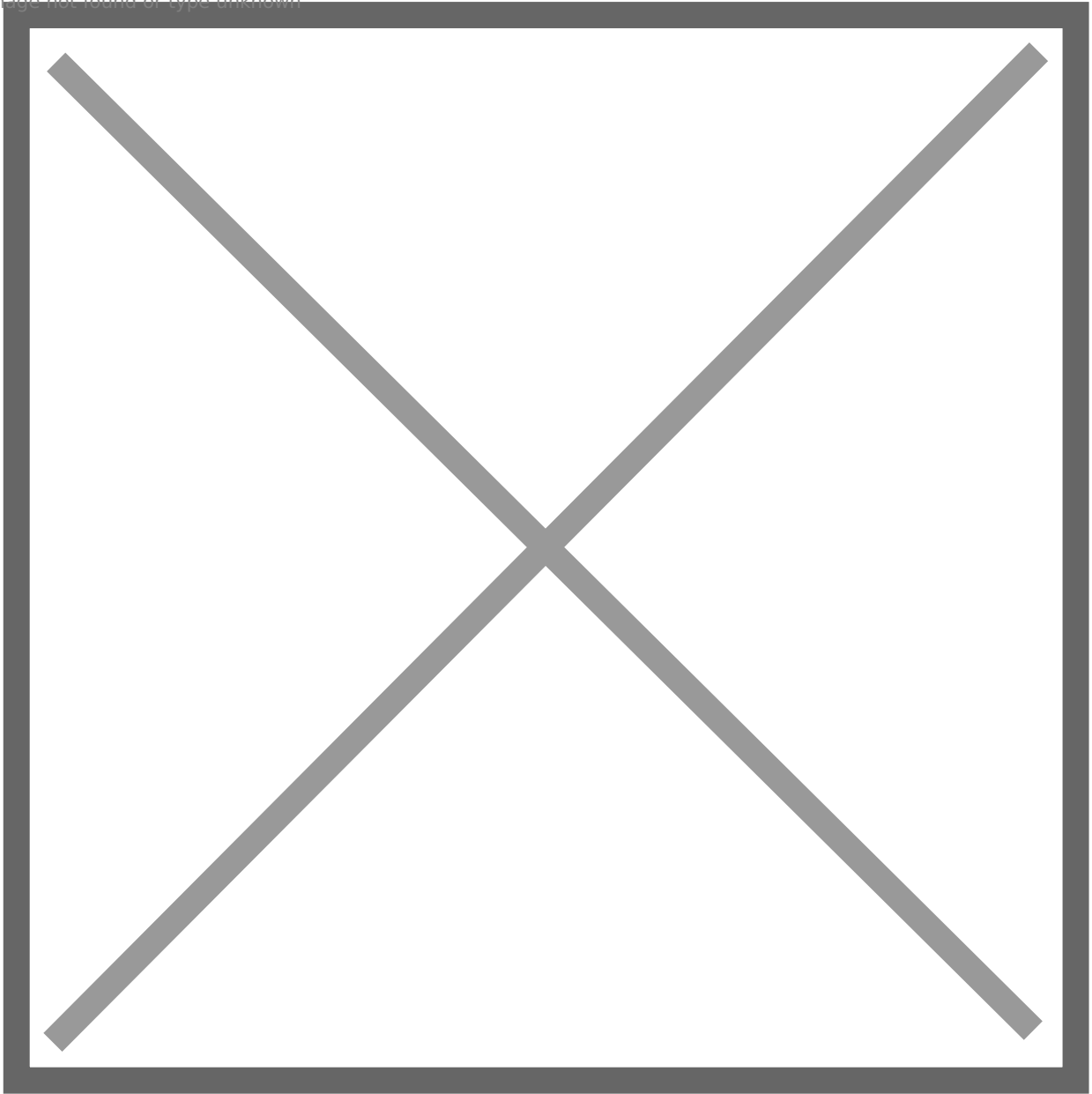
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## CONTACT SETTINGS PAGE

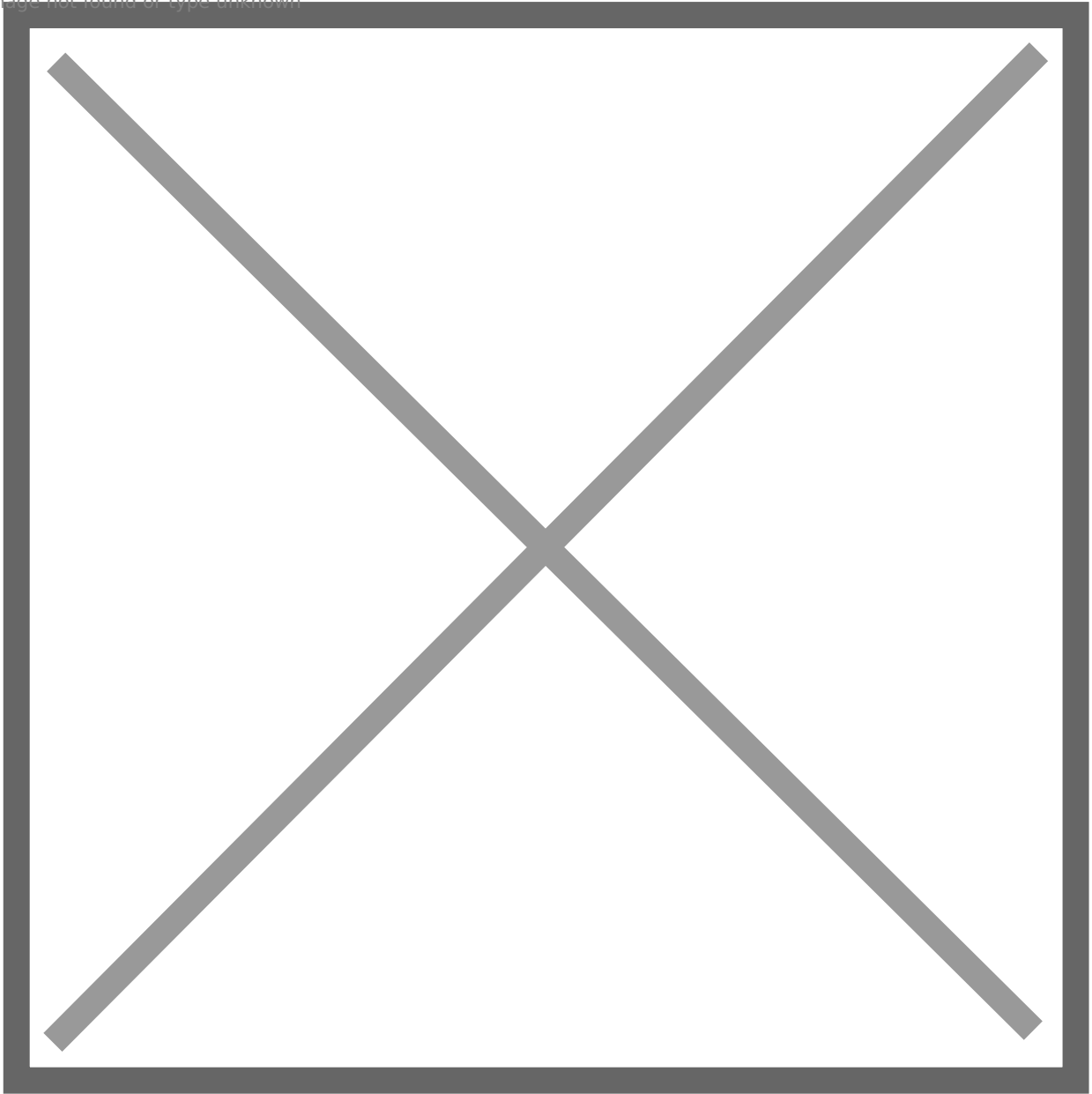
1. Go to SitePad **Settings** Menu in that click on **Contact Form** submenu. You can see the image shown below.

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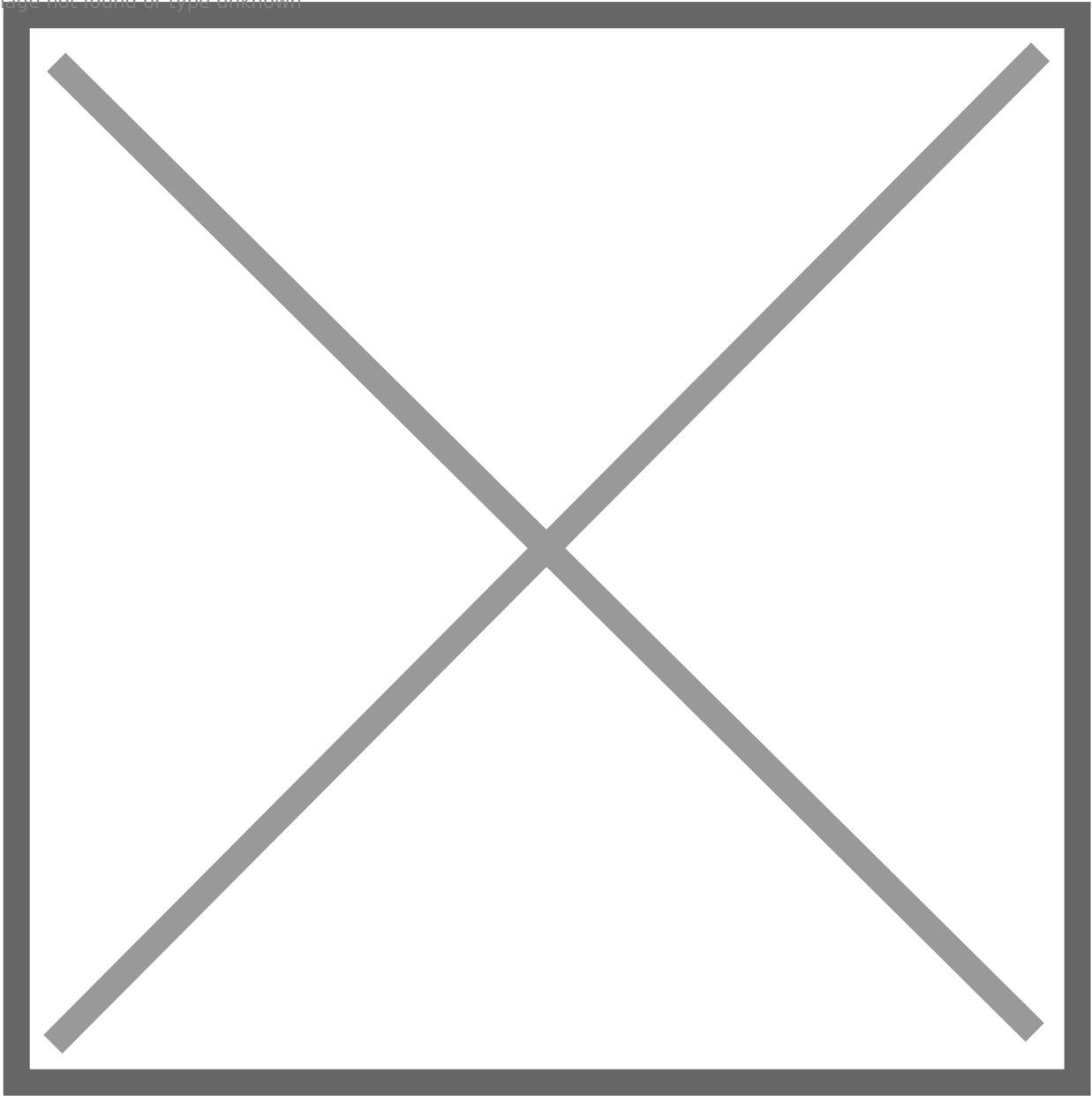
2. Now insert **contact-form id** which you inserted in contact form when you designed. And click on **Add Template** button.

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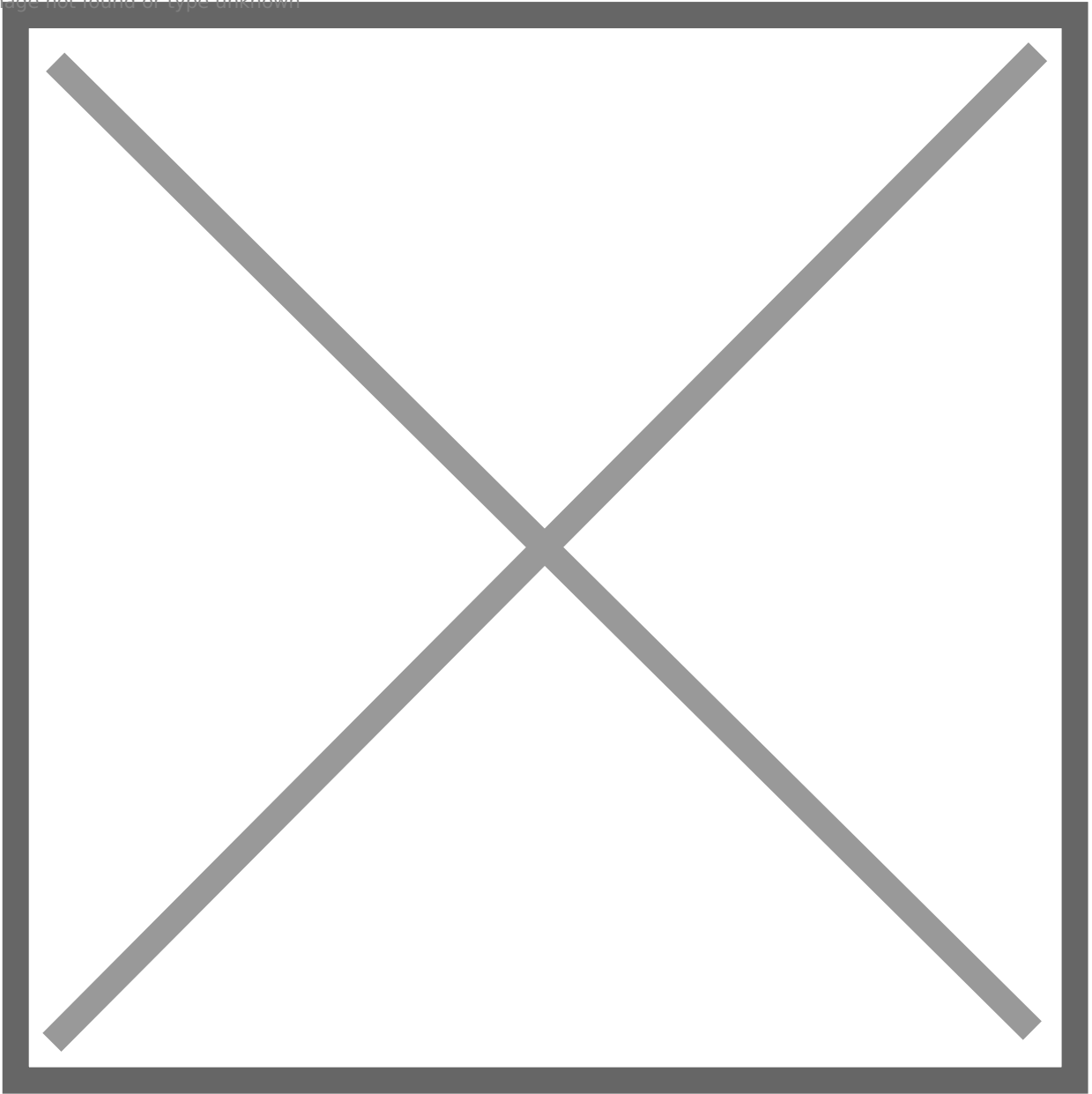
3. When you click on **Add Template** button and click on **Save** button then you will see image as shown below.

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4. Enter Email address in **To** and **From** input box to a particular user for sending the details of a particular form. Textarea box you can see, in that you insert your **Field-Name** along with square bracket one-by-one. Click **Remove** button for removing the **contact-form-id** along-with all the details such as To, From, Subject and fieldname Textarea box. After all changes, click on **Save** button.

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# How to Configure SMTP/PHP Mail

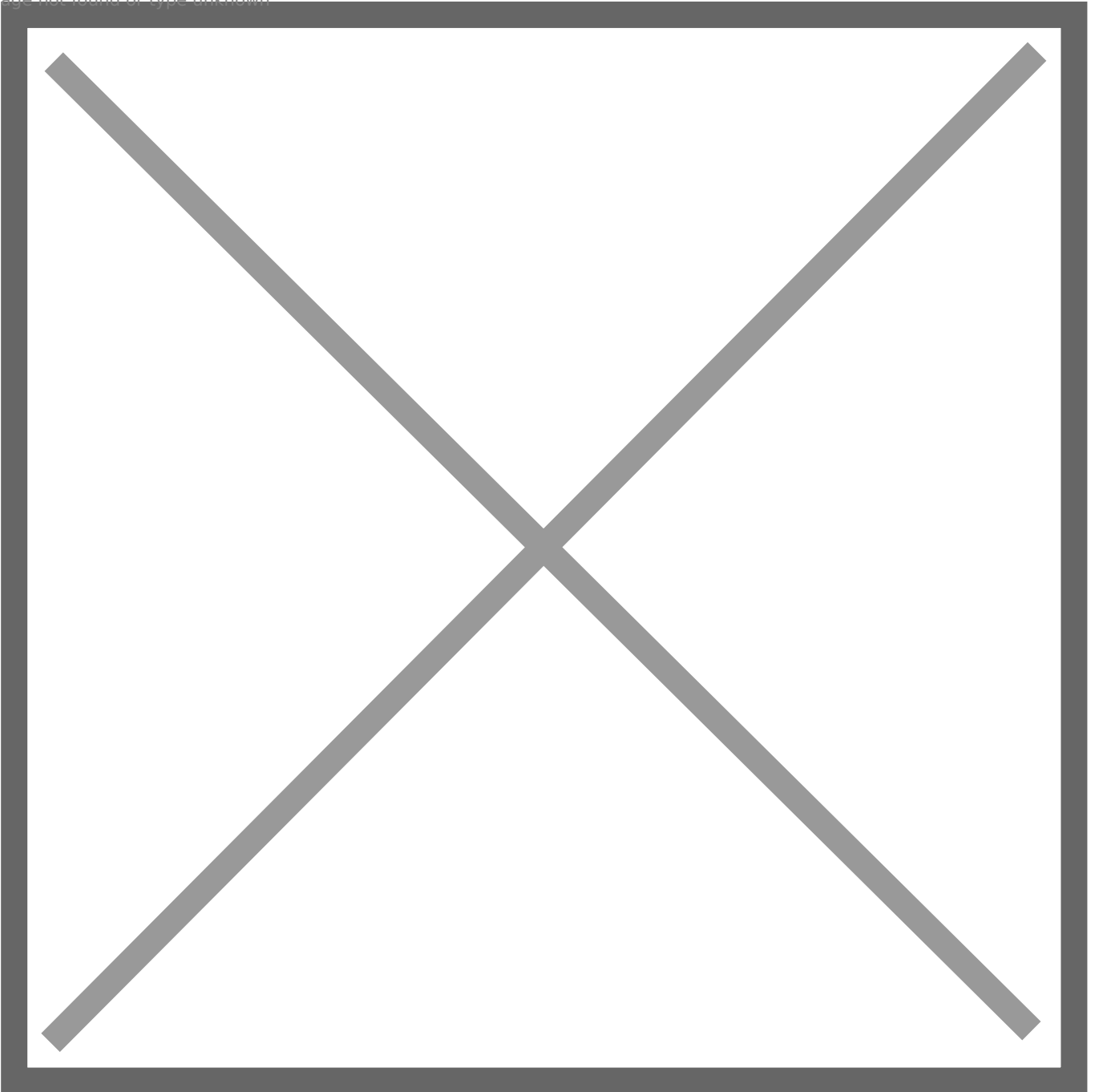
## How to Configure Contact Form with SMTP/PHP Mail

This tutorial will show you How to Configure your **Contact Form Setting** to allow **SMTP/PHP Mail** to send Email from **Contact Form**.

## SELECT CONTACT FORM SETTING

**PHP Mail** function uses your **localhost** to send Email from Contact Form while **SMTP Mail** function uses a **Server** to send Email from your Contact Form. You can configure the Contact Form Settings at **SitePad Dashboard > Settings > Contact Form**.

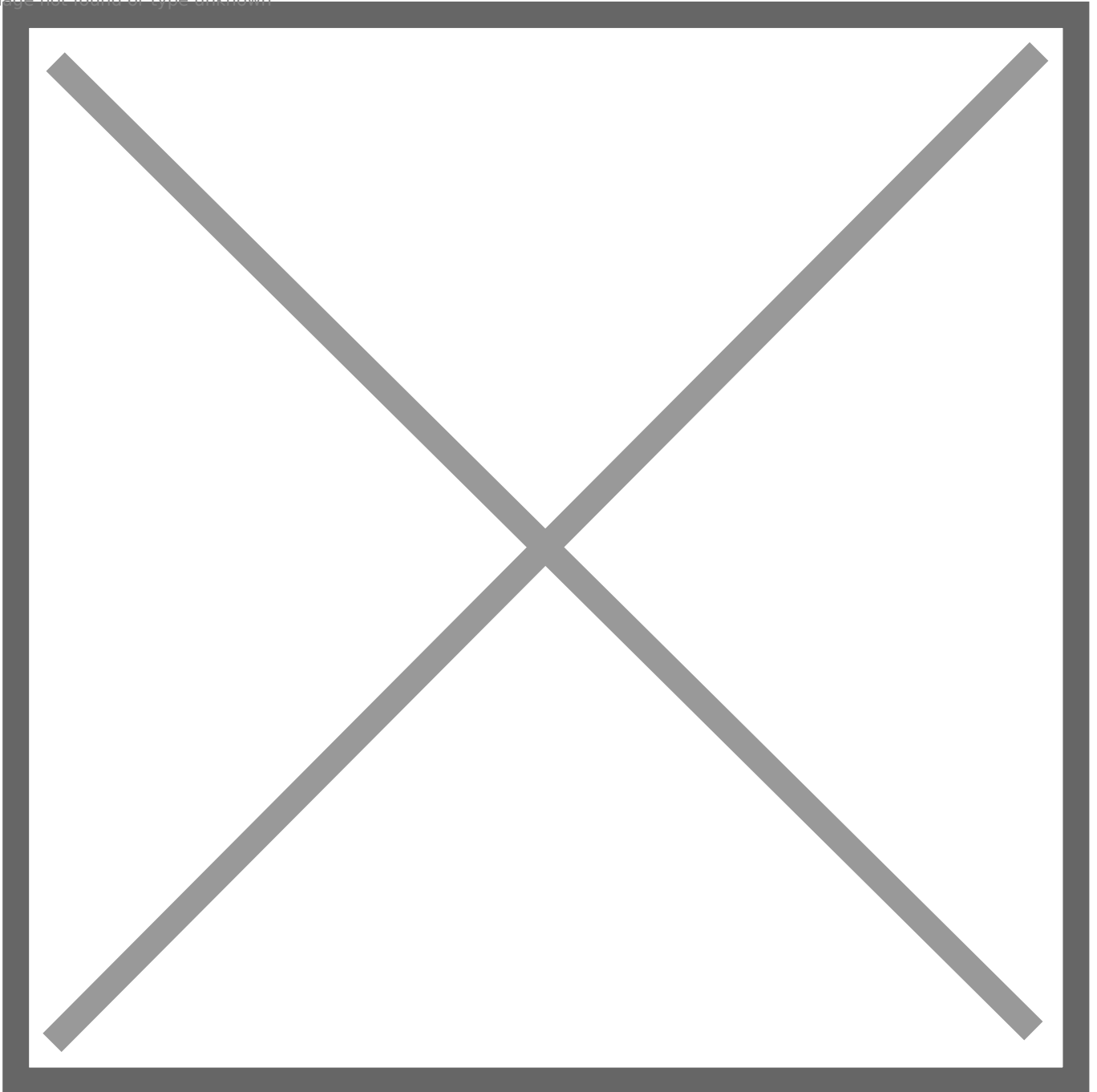
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## PHP MAIL

- PHP Mail is selected as a default option.
- You will need to add the same Email-Id in **To** and **From**, enter multiple email address with comma-separated if you want to send multiple recipients.
- You can add enter the format in **Subject** if you need Dynamic Subject.
- You can change **Success/Fail Message**.
- You can add **reCAPTCHA** if you want to avoid spam from your Contact Form.

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Click on **Save Button** once you fill the Setting.

**Note:** If your host does not allow sending mail using local server then you will need to **Configure SMTP Mail**.

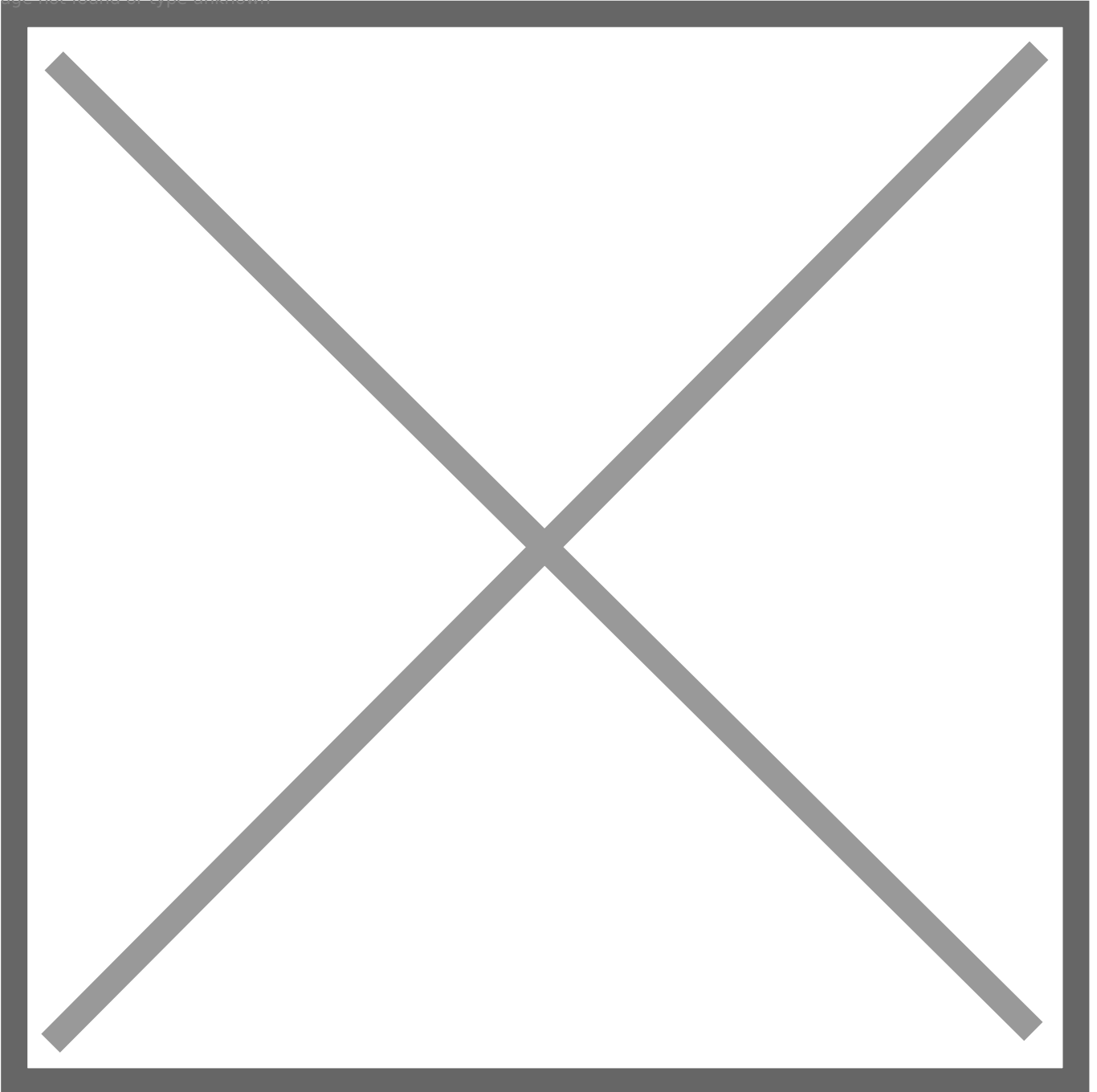
## SMTP MAIL

**To Configure SMTP Mail** you will need a **Gmail/Yahoo/Hotmail** account or you can use your **Webmail account** with all the SMTP settings provided by your Host in your control panel.

You will need to select the **SMTP Mail** from the drop-down list in **Mailing Method**.

- Add **SMTP Server** (in-case you are using secure server port then please add ssl:// before the server domain i.e ssl://domain.com).
- Add **SMTP Port**
- Add **SMTP Username** (i.e Email Id)
- Add **SMTP Password** (i.e Email Id Password)
- You can also configure settings same as mentioned above in PHP Mail i.e change Subject, change Success/Fail Message, Add reCAPTCHA to avoid spam.

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Click on **Save Button** once you fill the Setting.

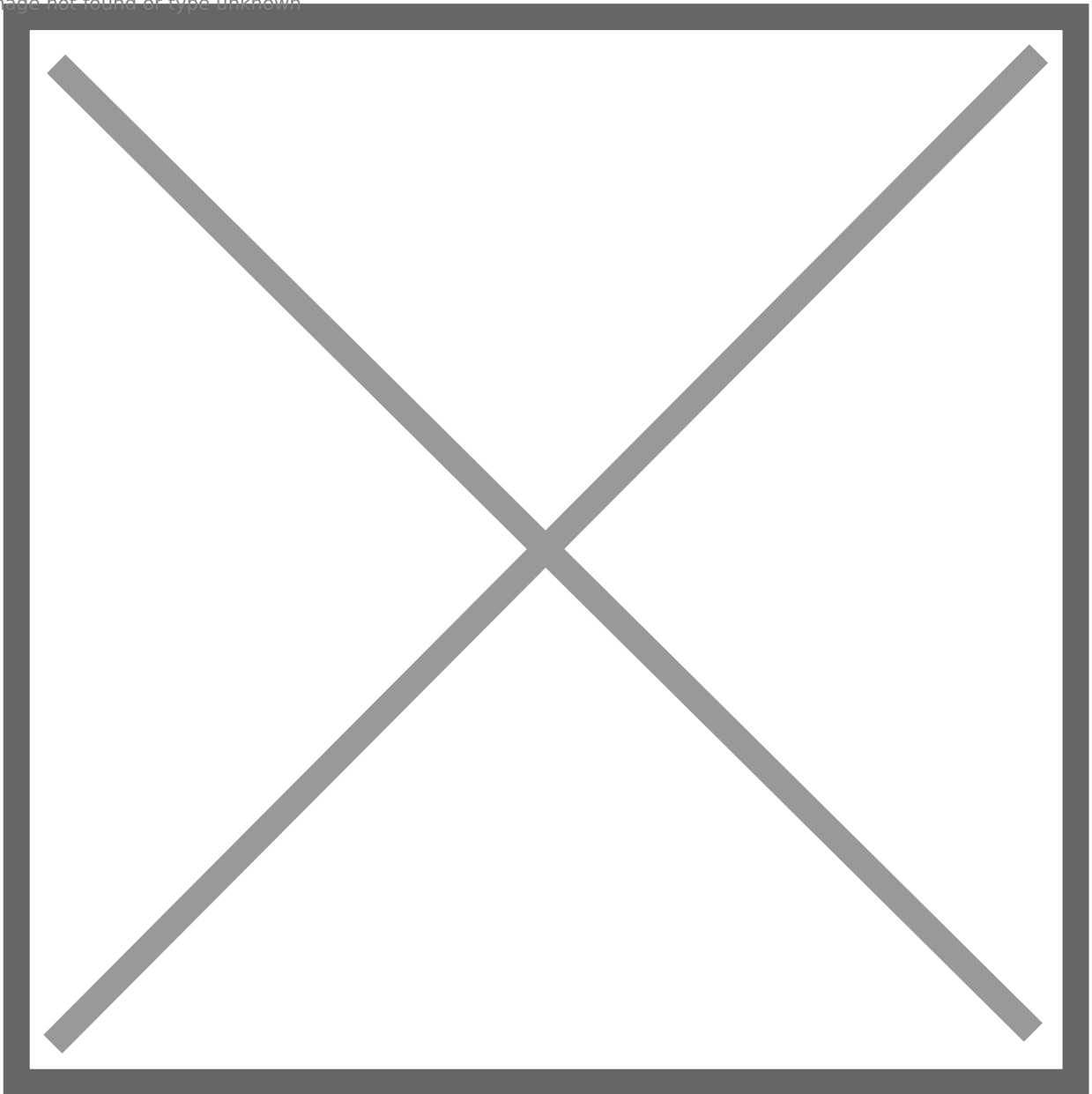
# How to Publish the Site

Once you have done with your **Theme Editing** and want to **Publish** your **Site** you can follow this guide.

1. Go to your **Dashboard** and click on **Publish** button present at the **Top of Dashboard** as shown in the image below.

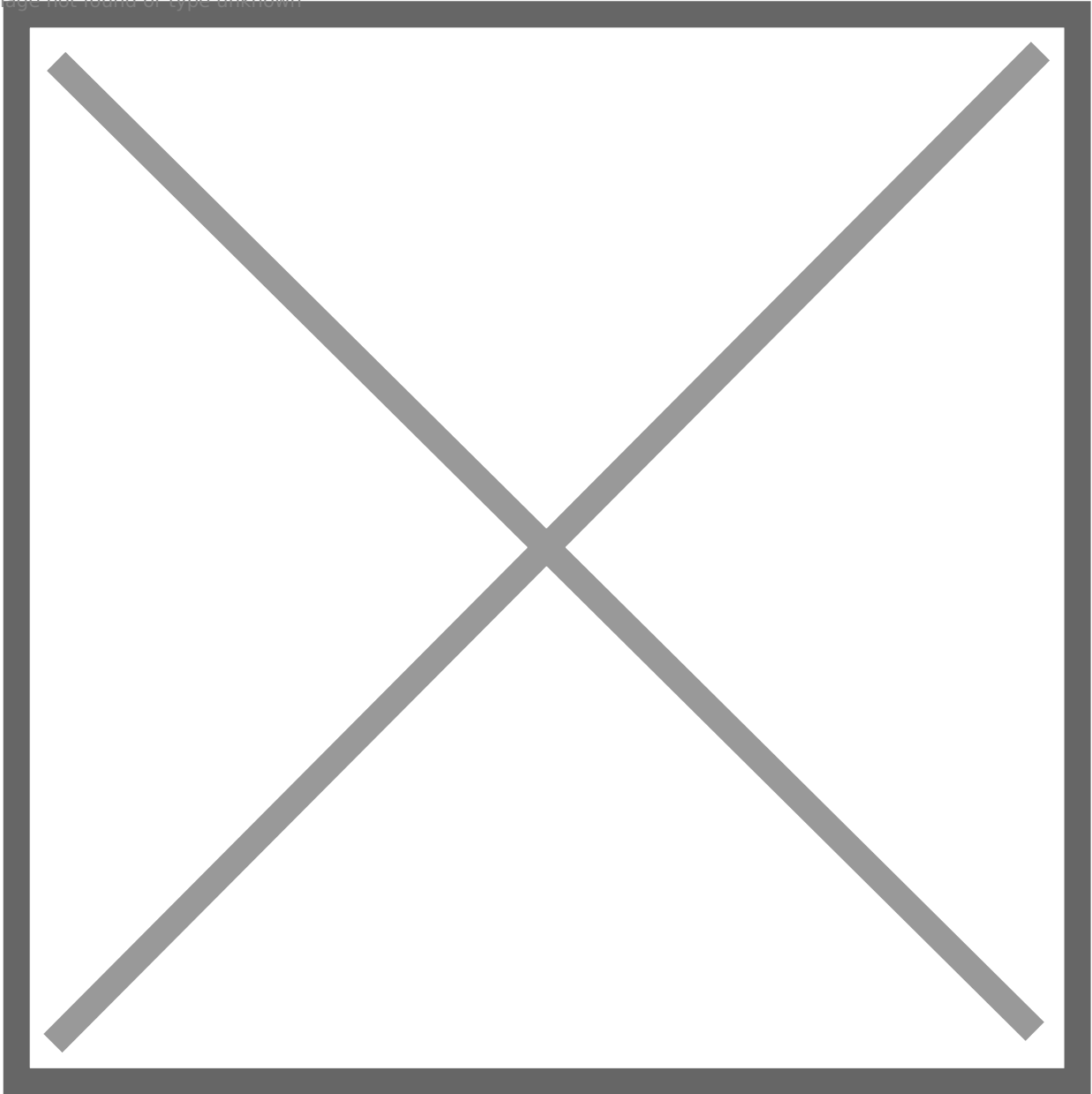
**Note:** It is not necessary to always go to **Dashboard** for Publishing your Site. You can click on **Publish** button anywhere inside your **Dashboard** or **Page Editor** and follow below steps.

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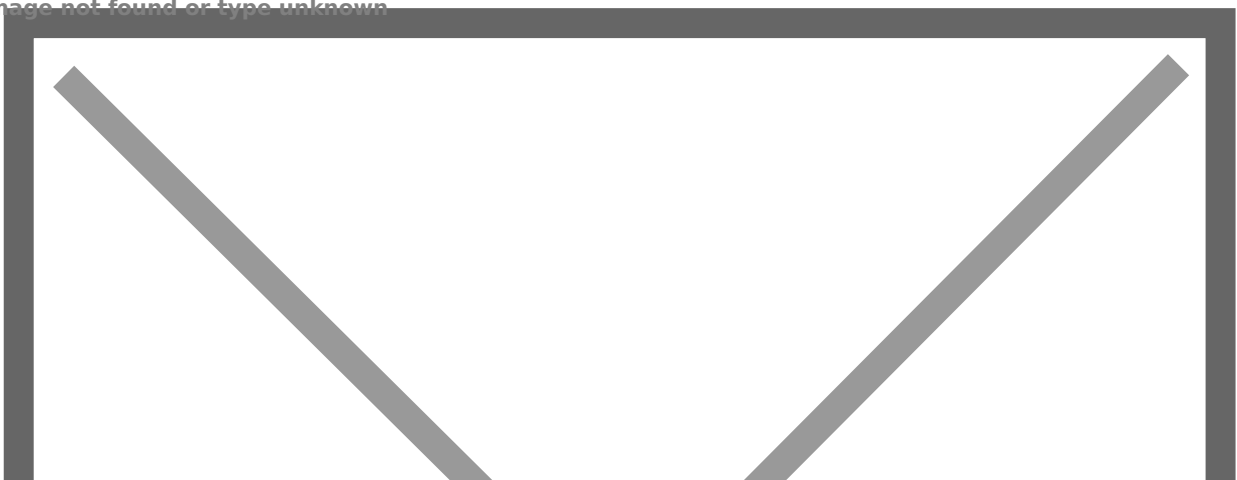
- Step 1 will popup the **Confirmation Window** as shown in image below. Press **Yes, Publish** button to publish your site and if you want to stop process then press **Close** button as shown in image below.

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- Then **Wait** for the **Process to Complete**.

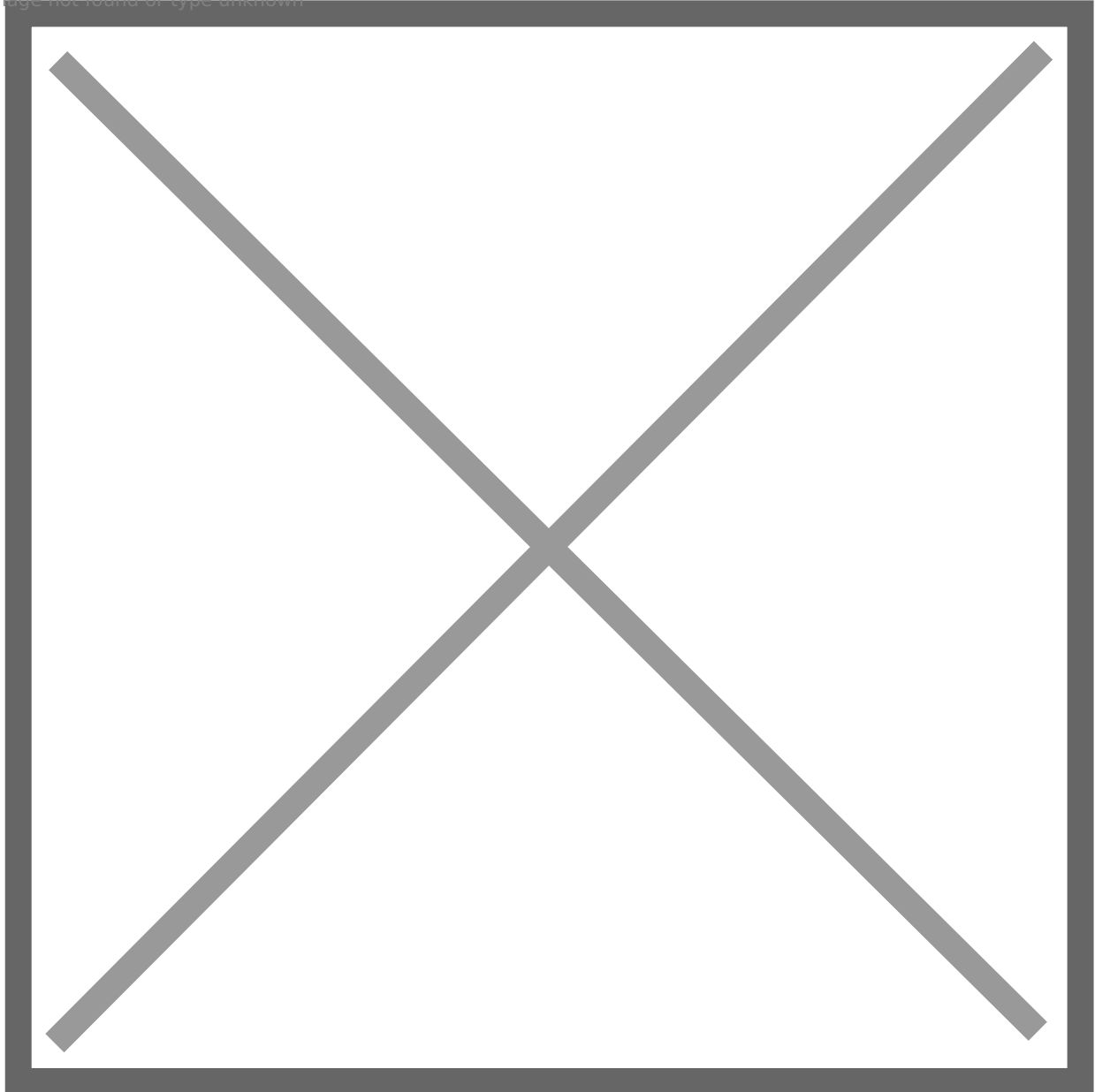
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2. After the completion of process you will see the window as shown in image below. Click on **Visit website** button to see your **Published Site**.

**Note:** You can also **View** your **Published website** by **Clicking** on **Site URL** as shown in image below.

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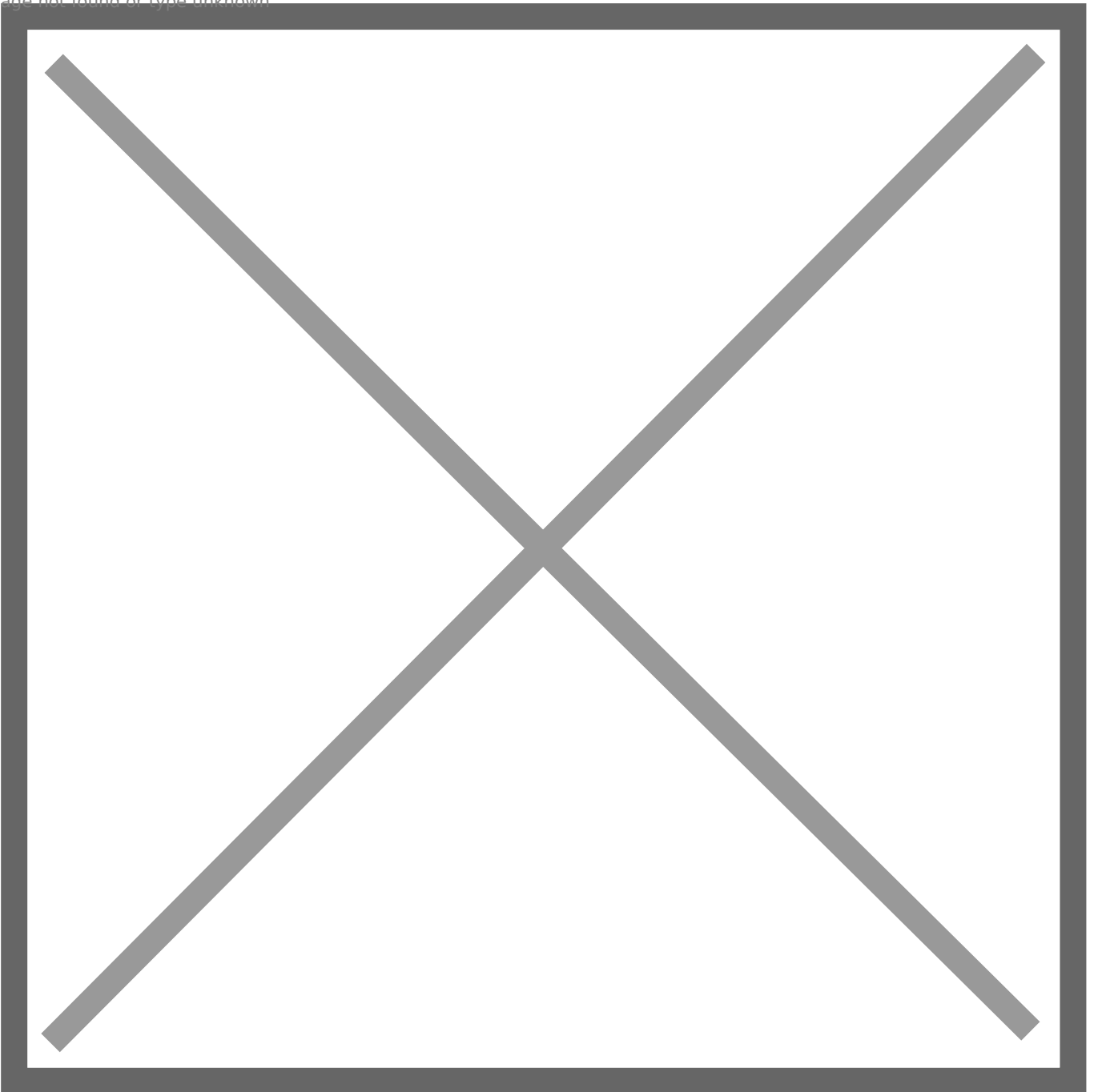
# How to Add SiteMap

This documentation will guide you on How to Add SiteMap for a Page

## GO TO EDITOR

When on **SitePad Website Builder** Dashboard. Hover on **Pages** option given on the left sidebar and then click on **All Pages**. Once on all Pages Click on **Edit Icon** of Any Page.

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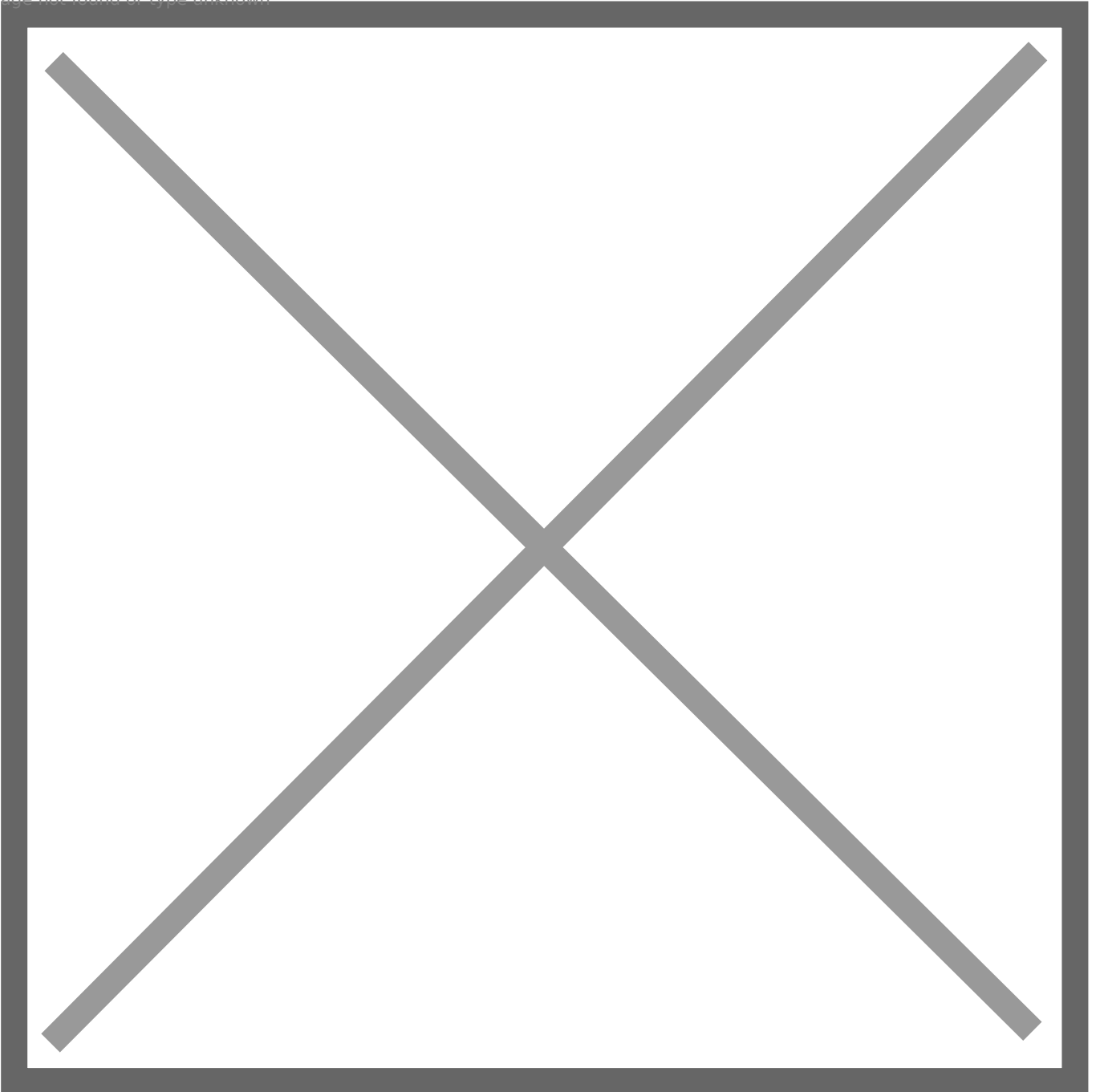
You will be redirected to Editor.

## SELECT SITEMAP OPTION

On **SitePad Editor** hover on more menu on the navigation bar. When you hover on more menu three buttons will be drop down **i.e** Reset Page, SEO Options and Custom HTML.

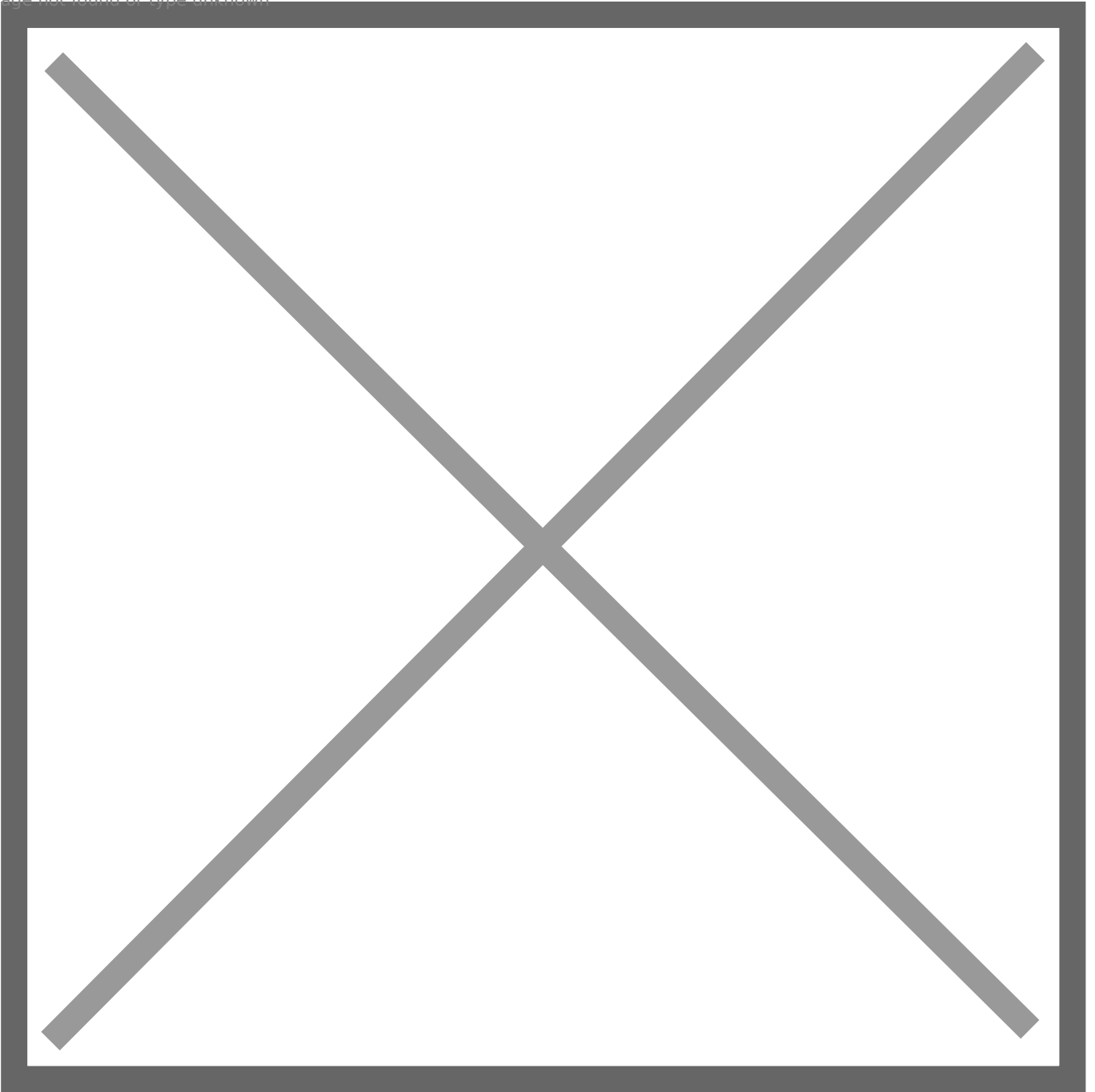
Click on **SEO Options**.

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On clicking **SEO Options** you will see a dialog box will appear. In the dialog box click on **SiteMap** to load SiteMap options.

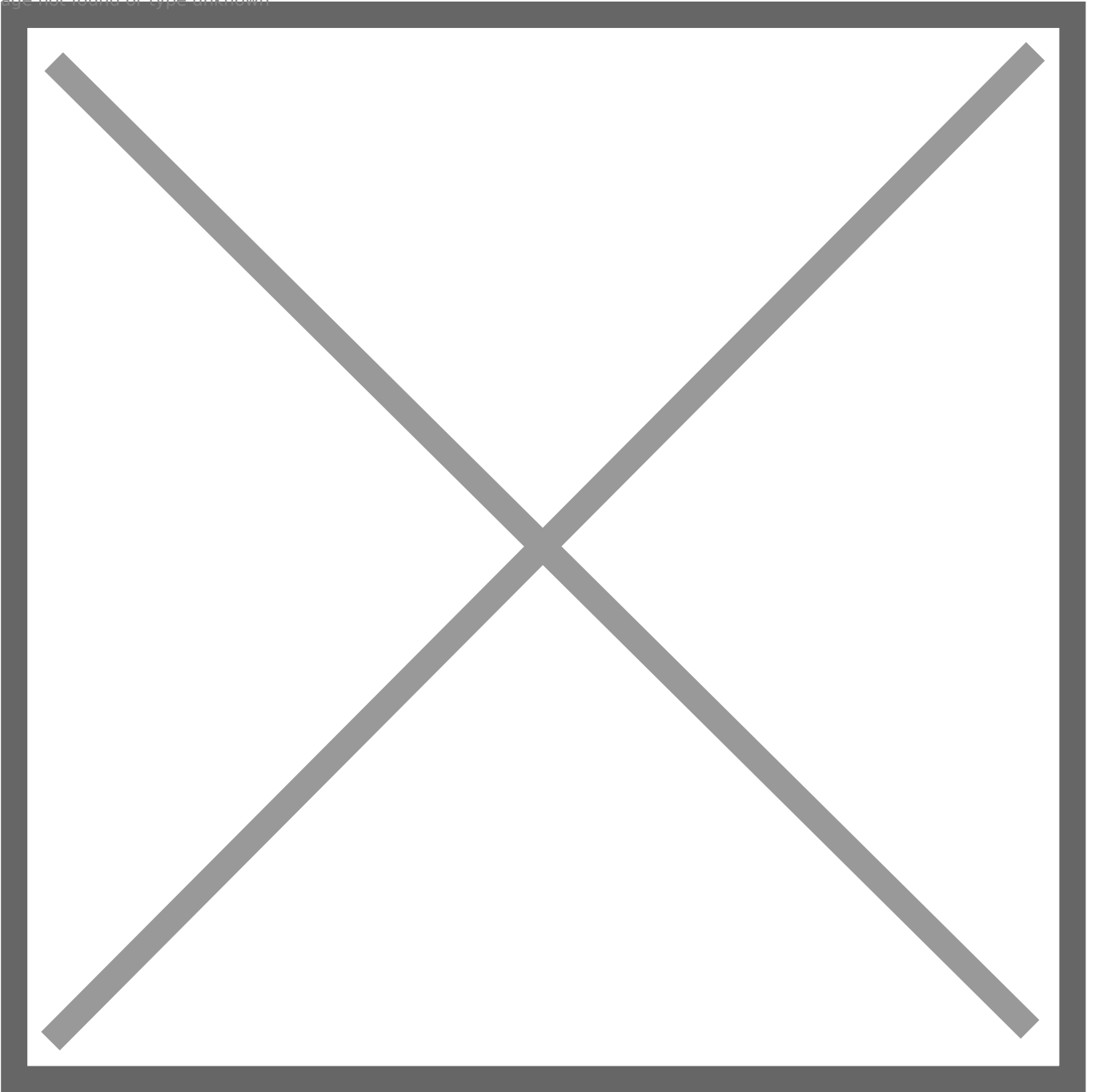
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## EDIT SITEMAP OPTION

Once you are on SiteMap Detail Section select **Enable SiteMap** then you can choose any of the following option from Manage SiteMap Settings: **Automaically** / **Manually**

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Once you have made your desired changes then click on **Save** to save **SiteMap** Settings for your page.

**Note:** For Blog Post SiteMap option will be managed automatically.

# How to Add reCAPTCHA

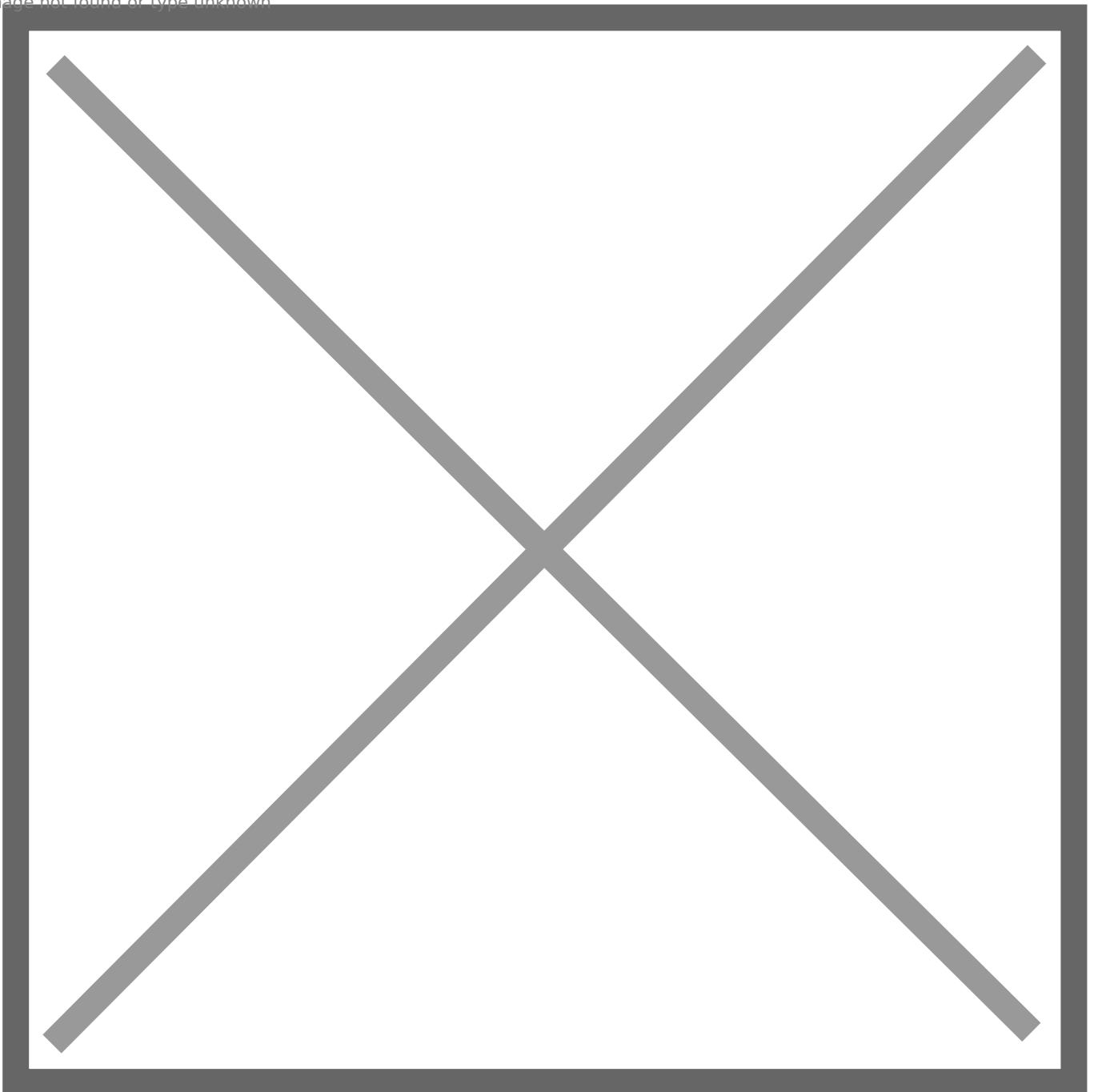
This documentation will help you setup **reCAPTCHA** for contact form

## LOGIN TO GMAIL ACCOUNT TO REGISTER RECAPTCHA

You need to login to your **Gmail** account. Then follow the given link to register [Google reCAPTCHA](#)

You will need to Register a New Site as shown in the image below.

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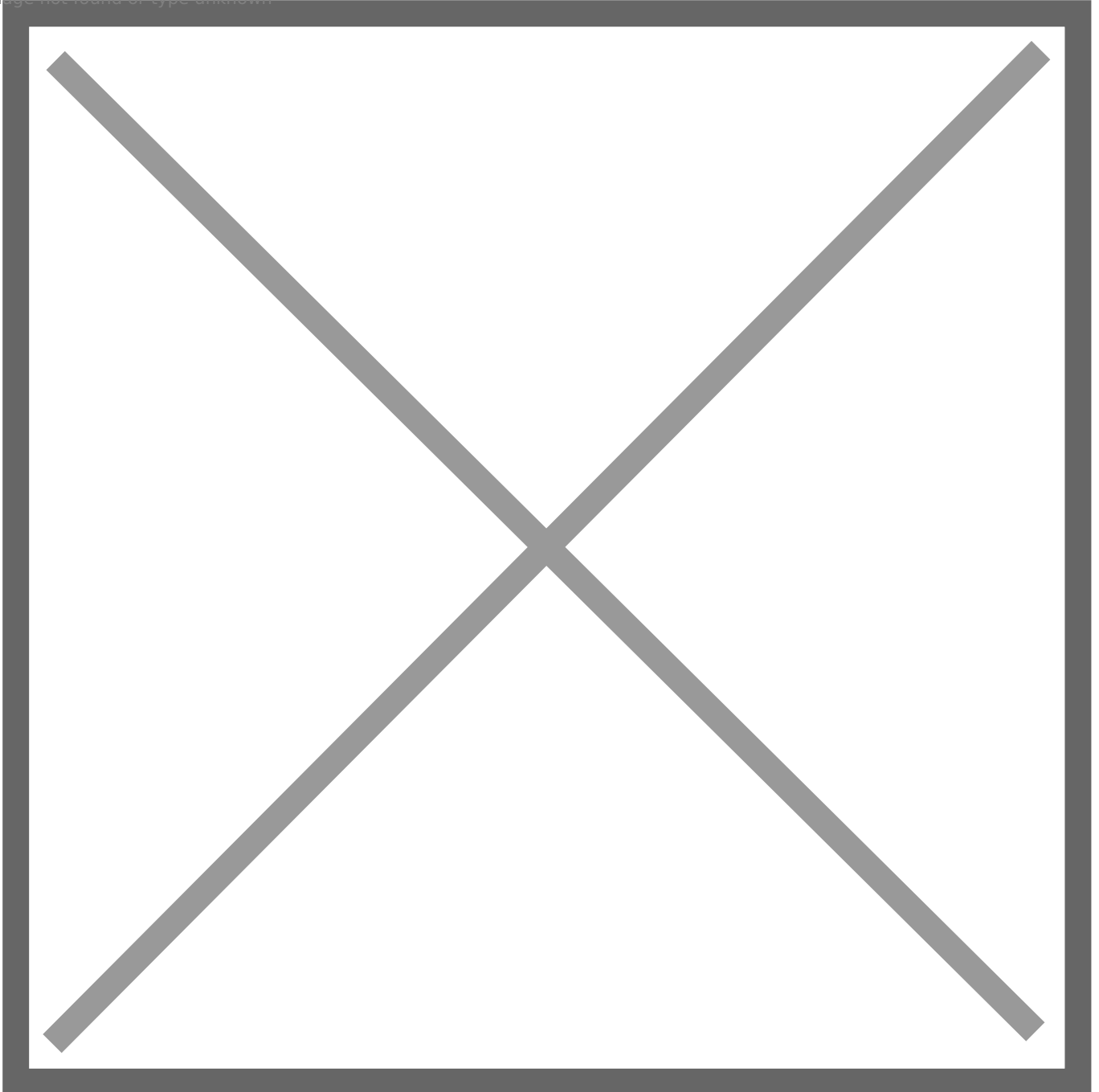


You will need to **Add Label, Choose the type of reCAPTCHA, Add a Domain Name** and then Accept the **reCAPTCHA terms of service**.

Once done then **Click on Register**.

Once you register the Site you will be redirected to the page with **Site Key** and **Secret Key** as shown in the image below.

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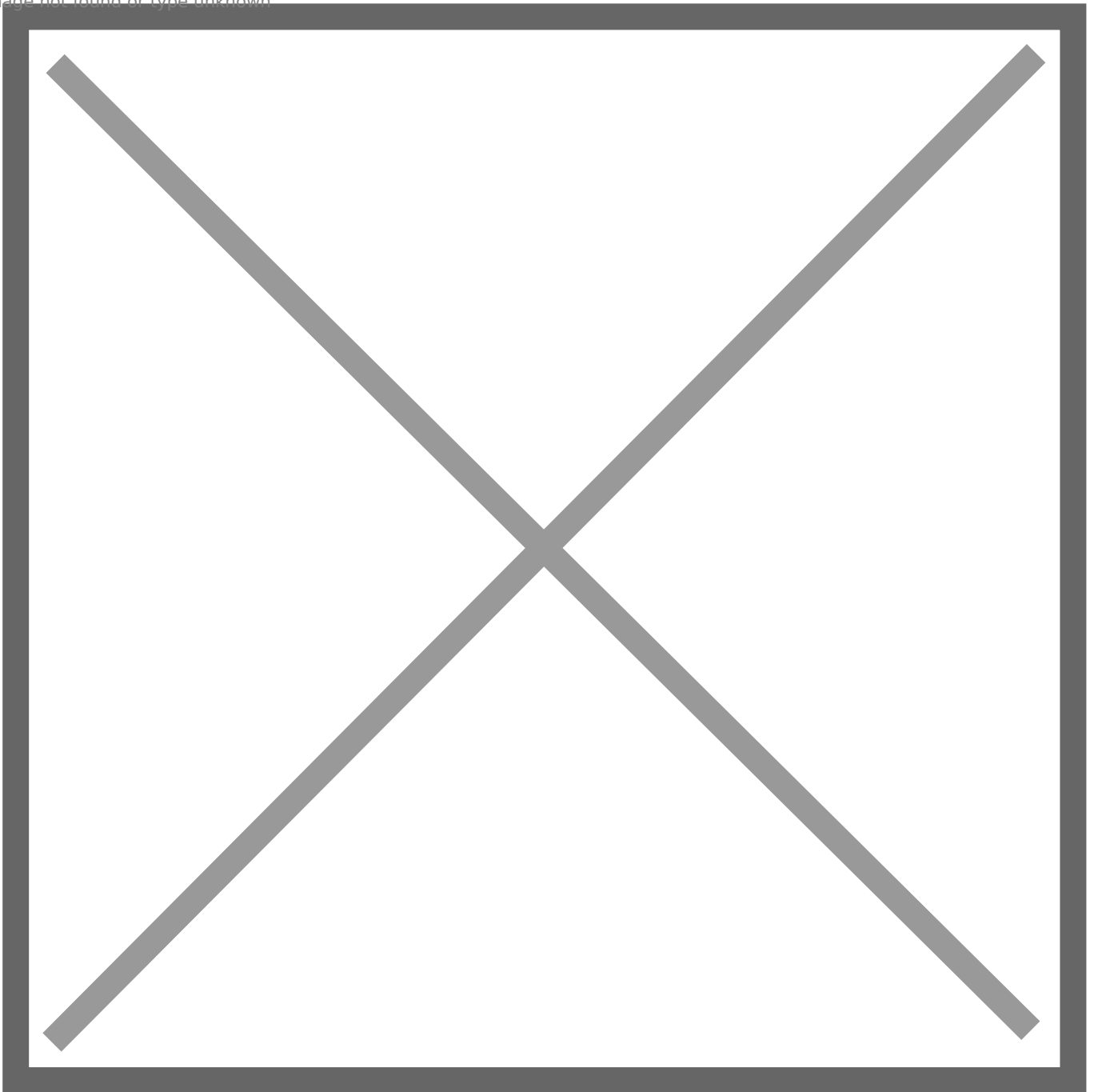


Take a Copy of both the keys.

**LOGIN IN TO CONTROL PANEL**

Now Login to your Control Panel (e.g. cPanel's url will be <https://domain.com:2083>) and login with your details. Then click on the SitePad Icon or Link.

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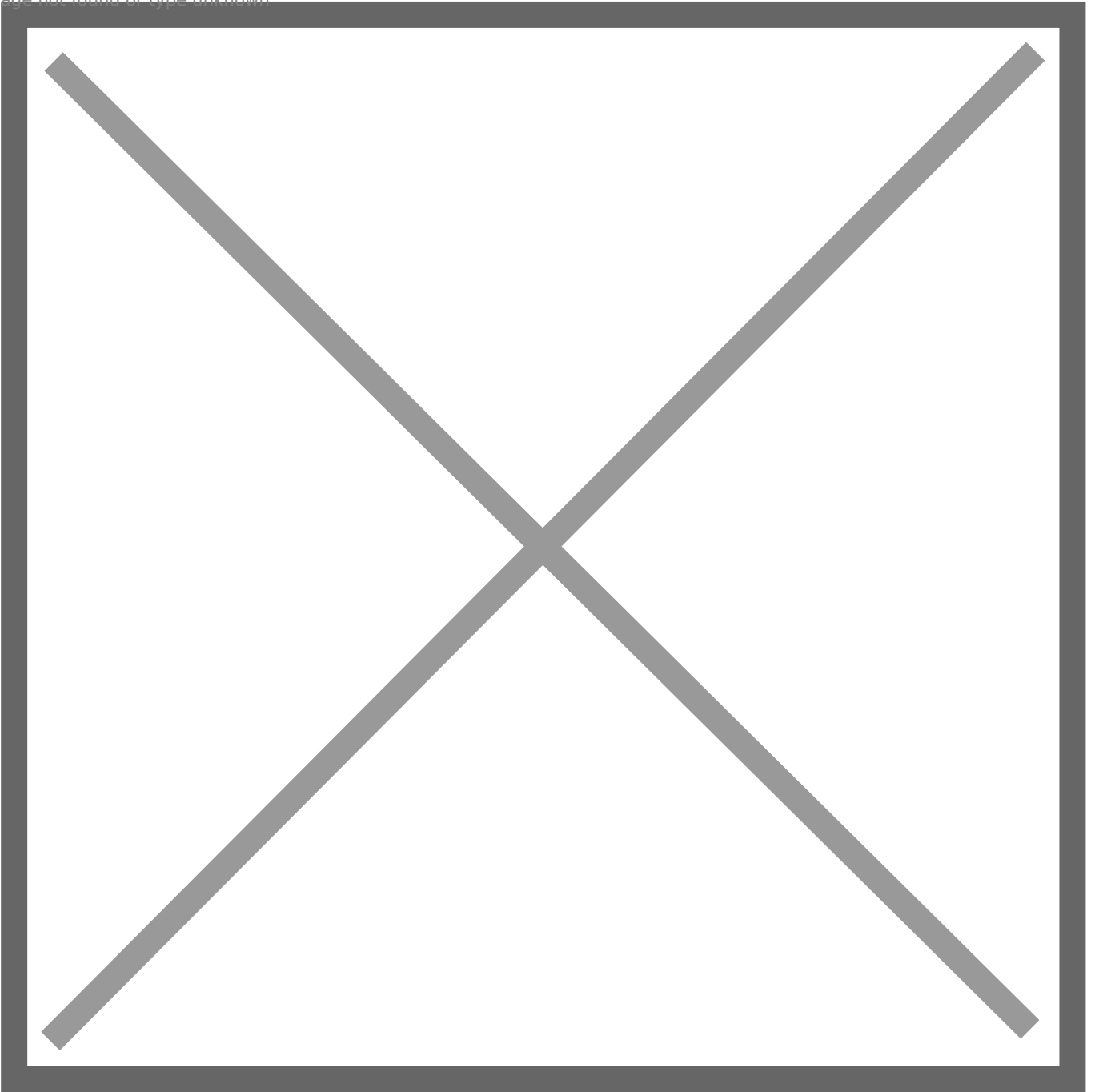


You will be redirected to **SitePad Website Builder**

## CLICK ON CONTACT FORM

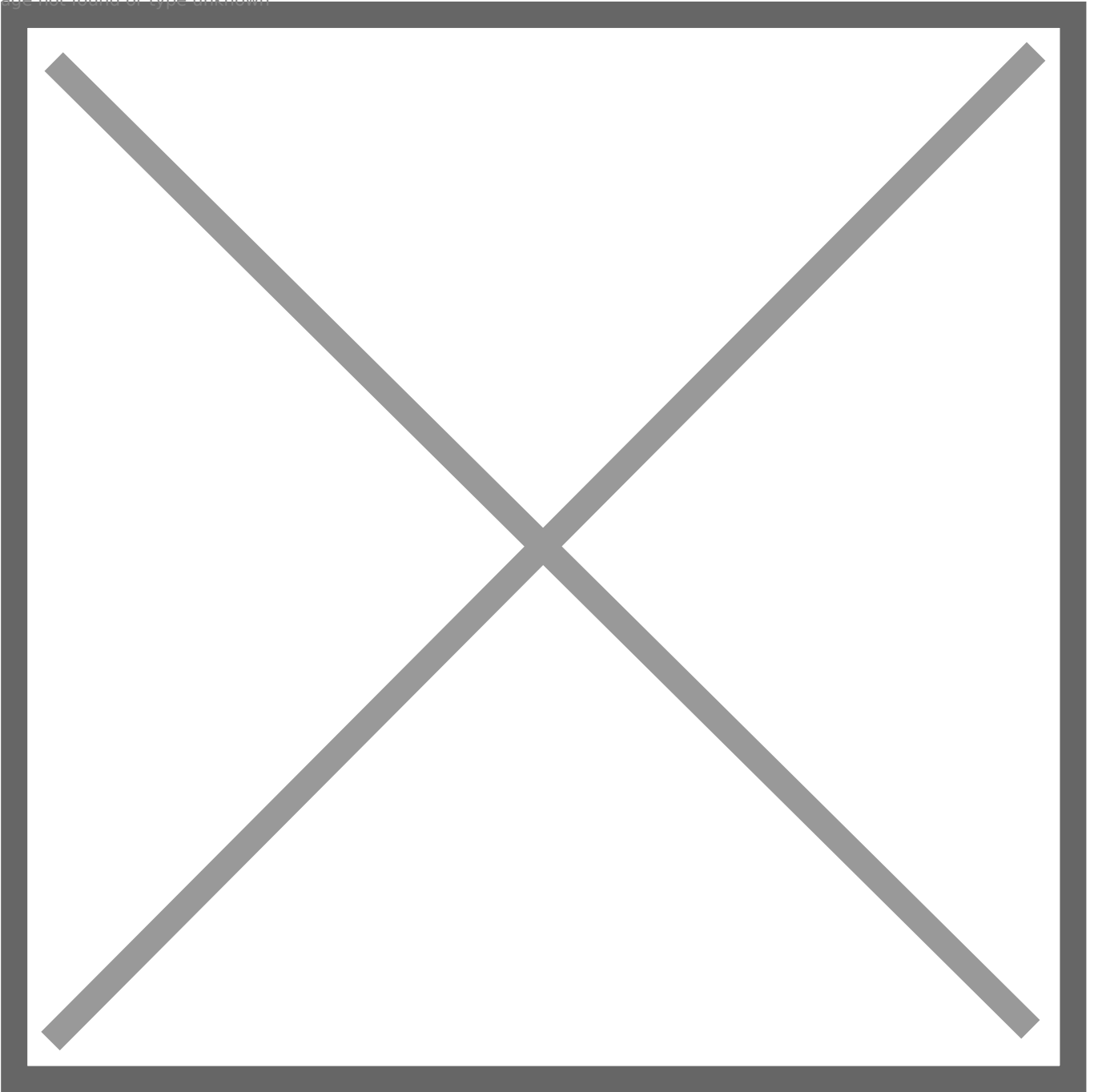
After being redirected to **SitePad Website Editor** Hover on Settings on the left Sidebar you will see option for **Contact Form**. Click on Contact Form as shown in the image below.

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On Contact Form Setting Page you will see input box for reCAPTCHA Site Key and reCAPTCHA Secret Key as shown in the image below.

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Fill in the site key and secret key from the Google reCAPTCHA registration page. Once done click on Save.

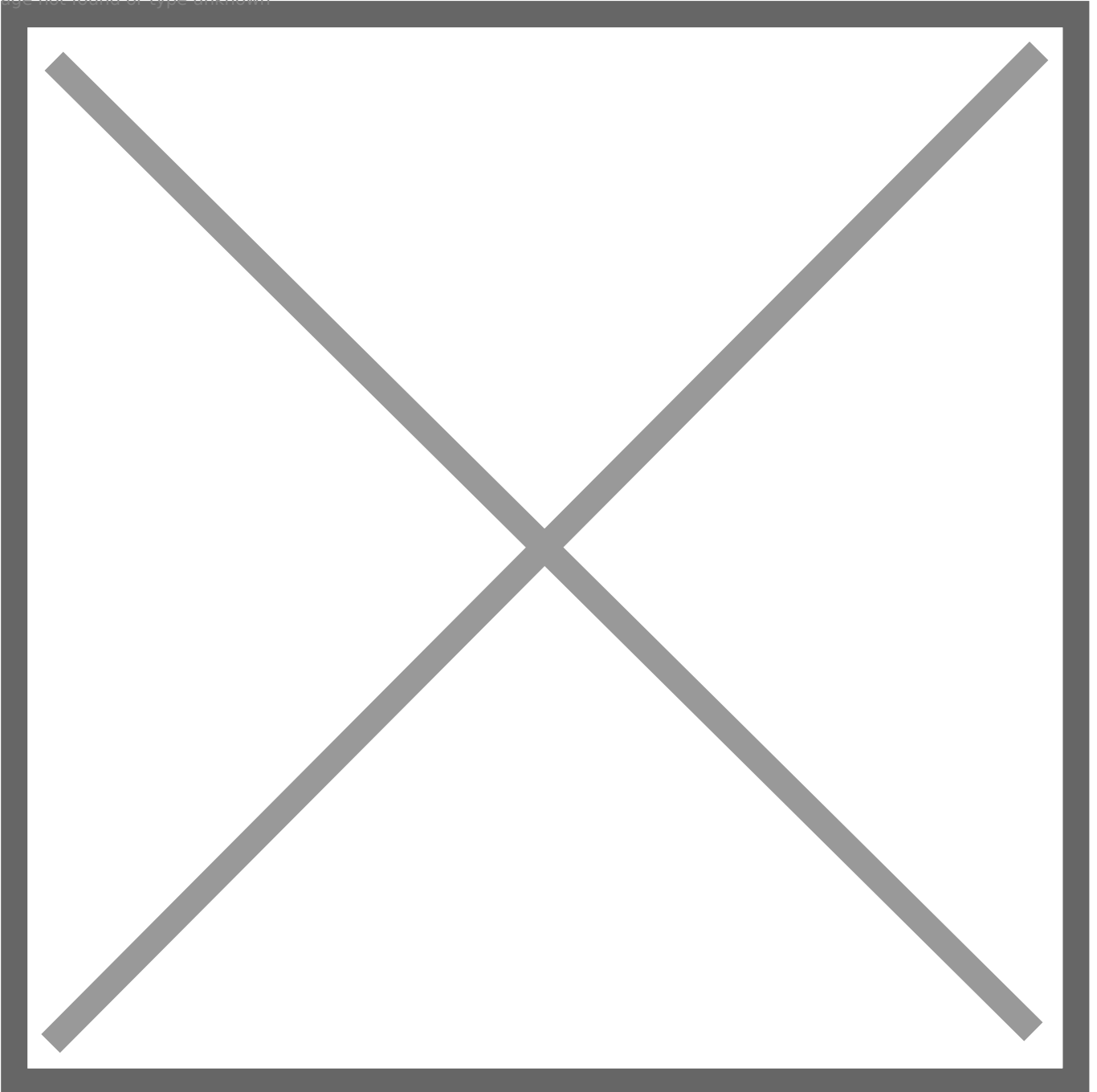
The reCAPTCHA that you added will be registered and now you can use reCAPTCHA for contact form.

# How to Add Meta Tags

## GO TO EDITOR

When on **SitePad Website Builder** Dashboard. Hover on **Pages** option given on the left sidebar and then click on **All Pages**. Once on all Pages Click on **Edit Icon** of Any Page.

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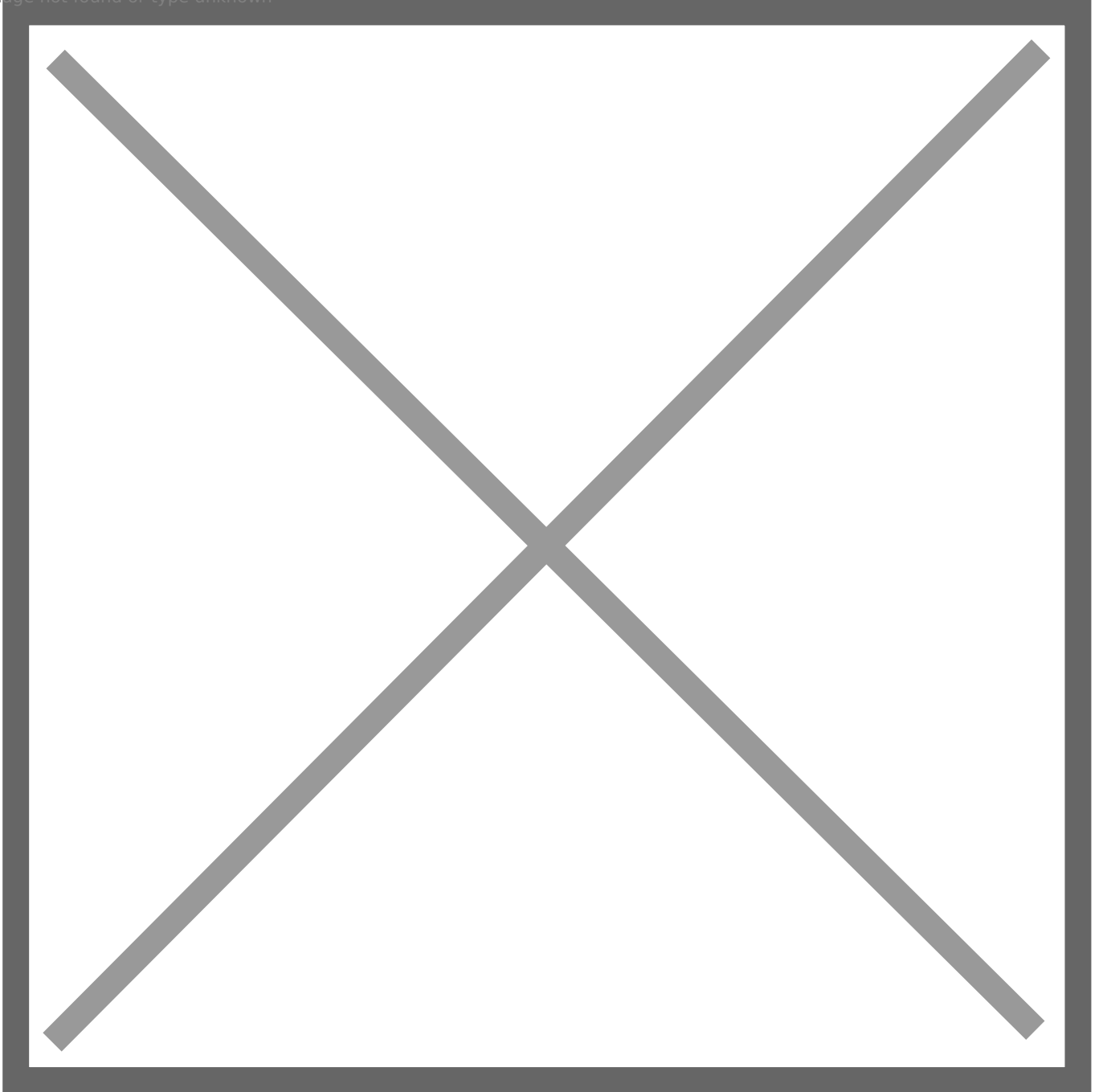
You will be redirected to Editor.

## ADD META

On **SitePad Editor** hover on more menu on the navigation bar. When you hover on more menu two buttons will be drop down **i.e** Reset Page and SEO Options.

Click on **SEO Options**.

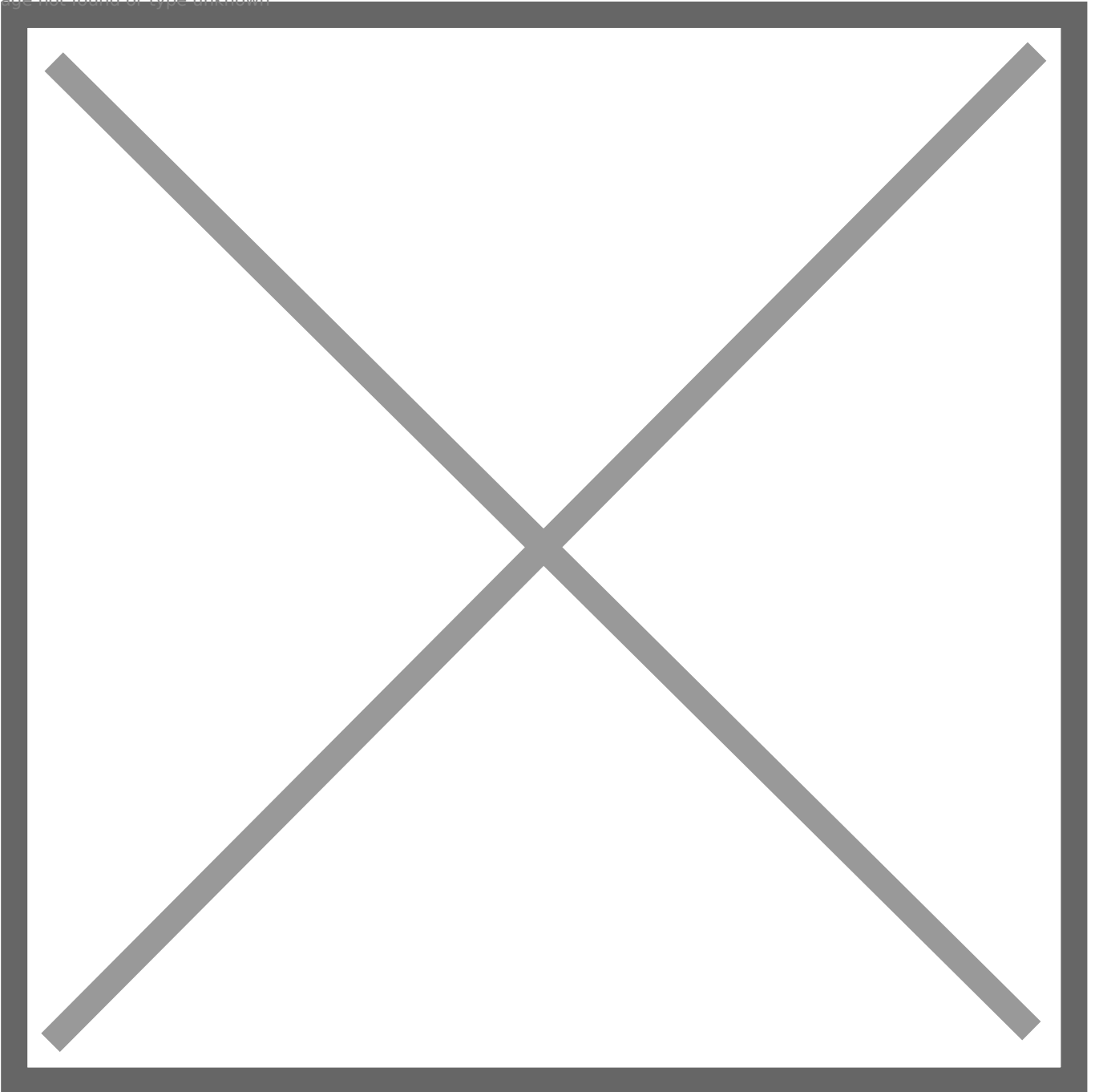
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## ADD META DETAILS

On clicking **SEO Options** you will see a dialog box will appear. In the dialog box add all the meta details for the page.

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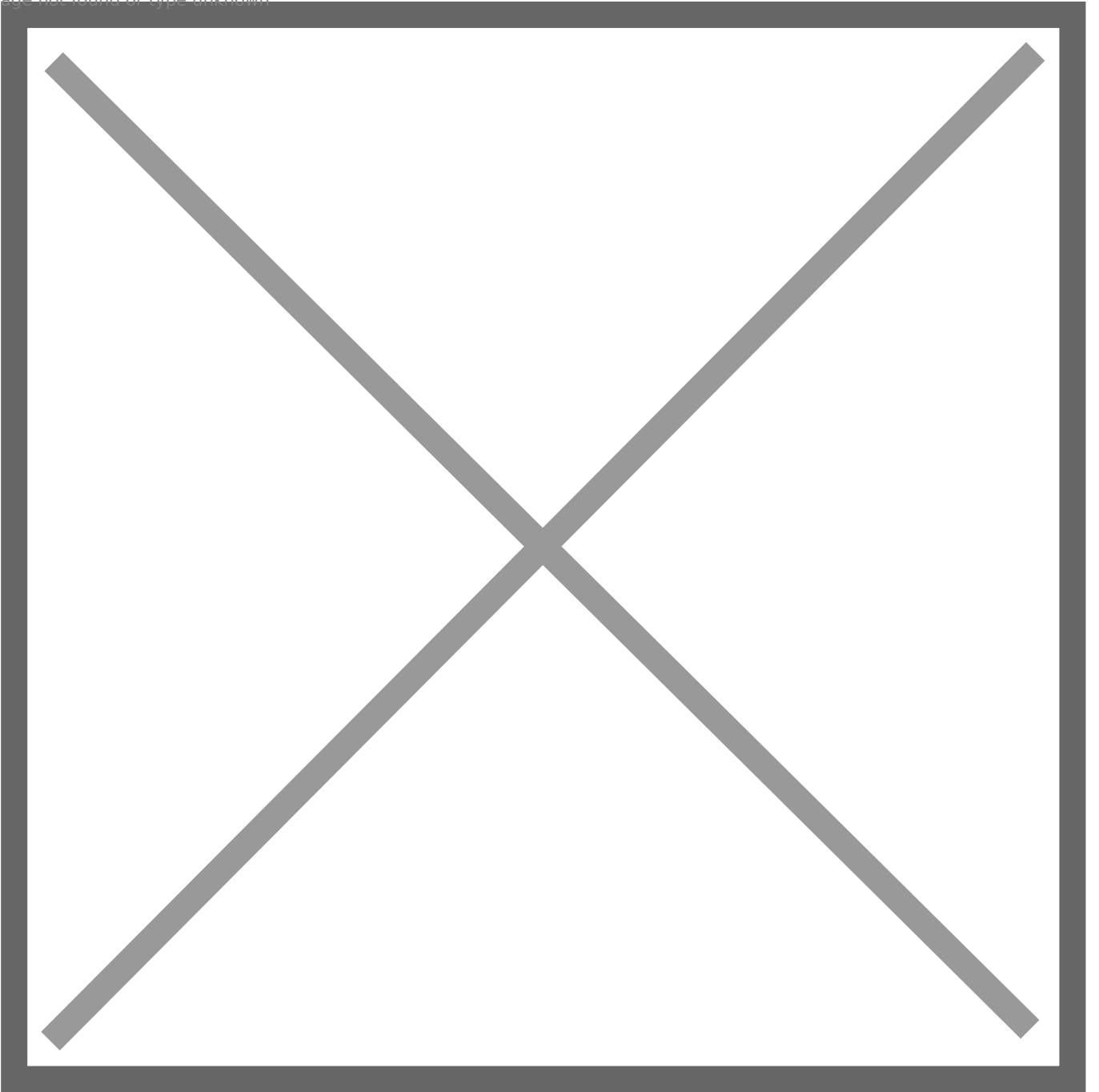
You can add Meta Tags for every page just by selecting Page from the drop down. After adding meta details click on Save Meta to update the meta details for the page.

**Note:** If Meta Data is not found for a particular Page, the Global Meta Data will be used.

## CLEAR META DETAILS

To Clear Meta Details of the current page click on **Clear Meta**. All the Meta Details for that page will be cleared. For **Global Meta** you will need to select Global Meta and then click Clear Meta.

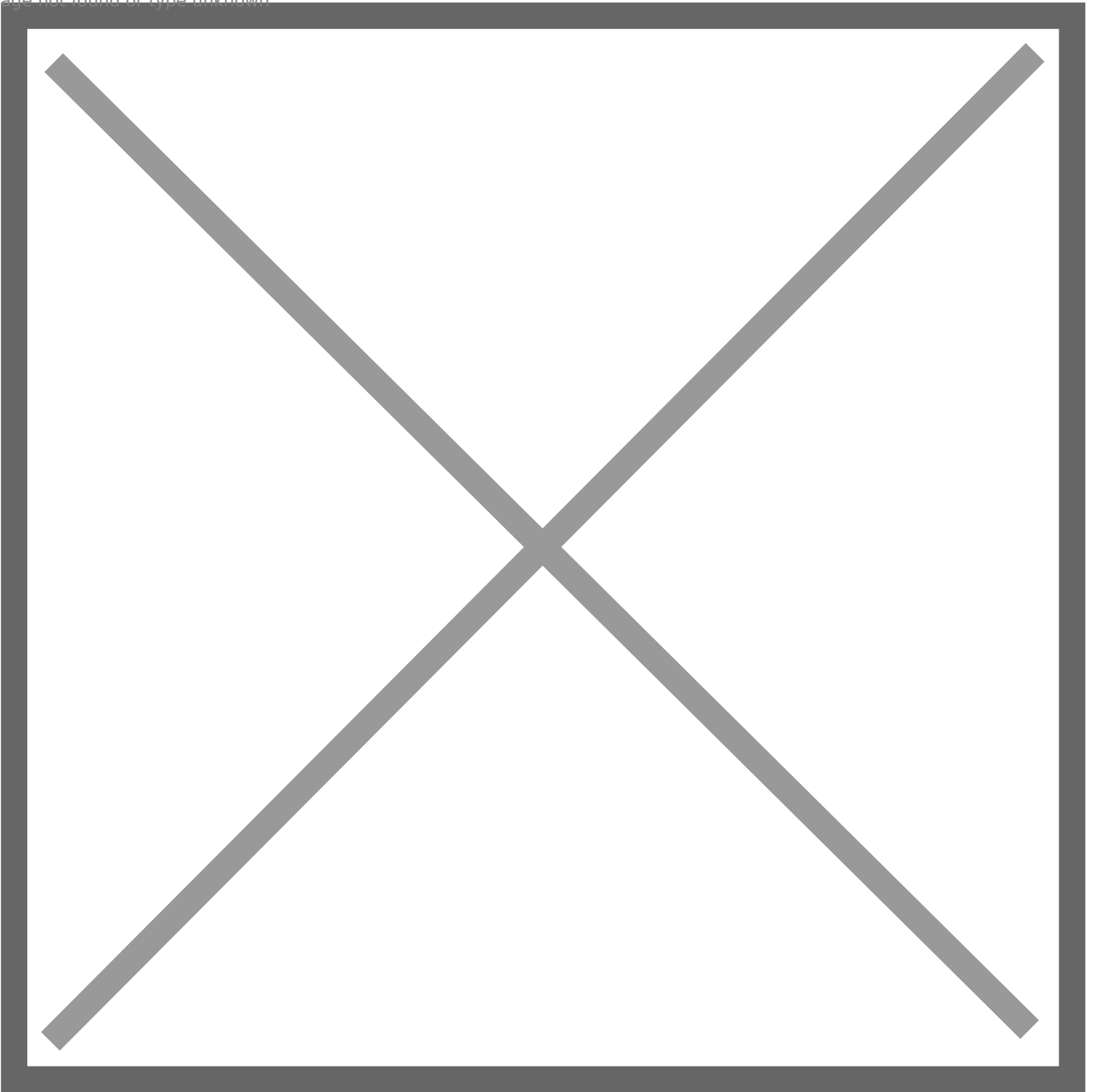
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# How to add Google Map API Keys

When on **SitePad Website Builder** Dashboard. Hover on **Settings** option given on the left sidebar and then click on **Google Maps** as shown in image below.

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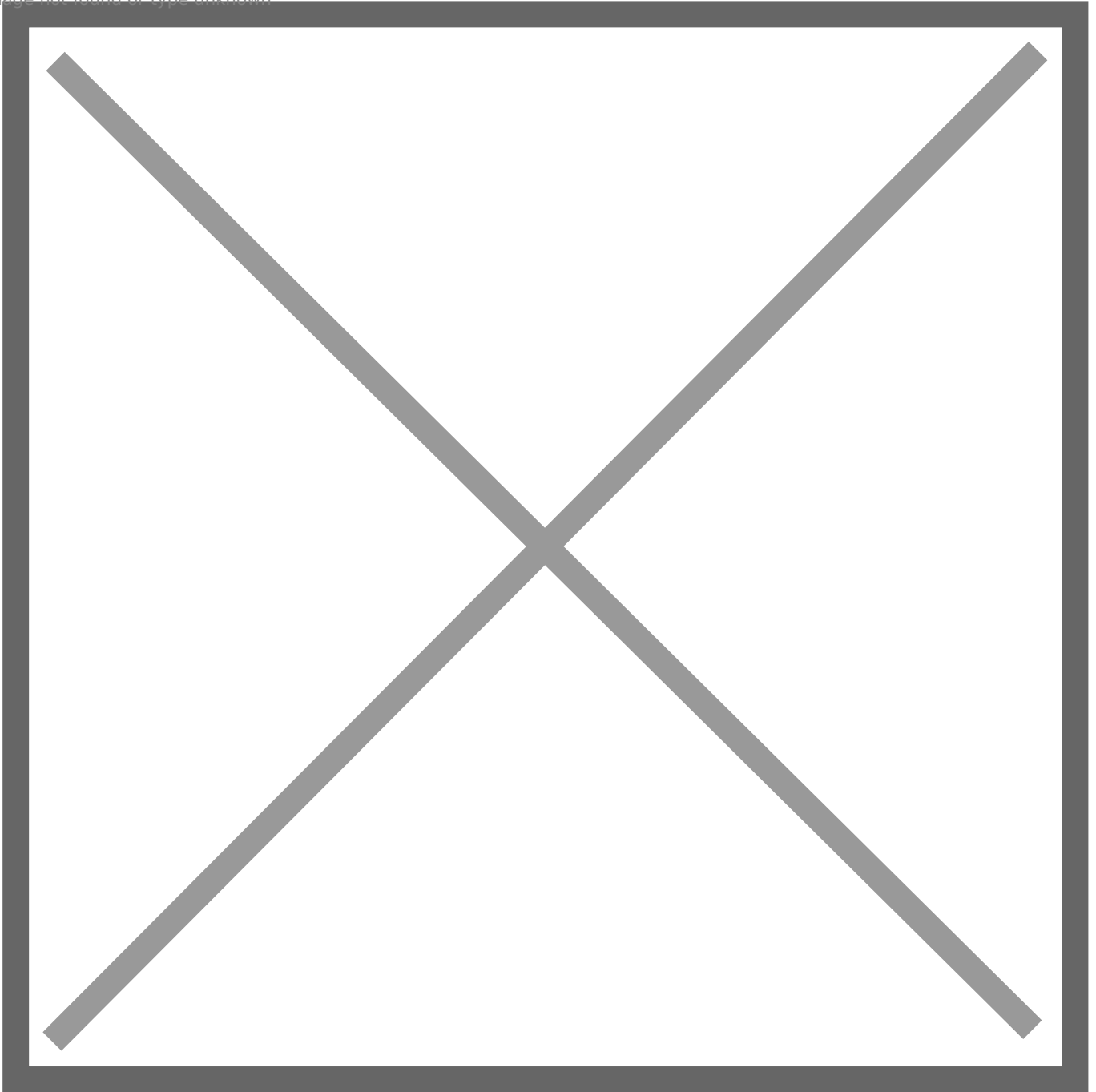


You will be redirected to **Google Maps Settings page**.

# ADD API KEYS

On Google Maps Settings page add your **Browser API Key** and **Server API Key** as shown in image. Or if you don't have API Keys then just click on **Follow this link** and follow guidelines to create new API Keys.

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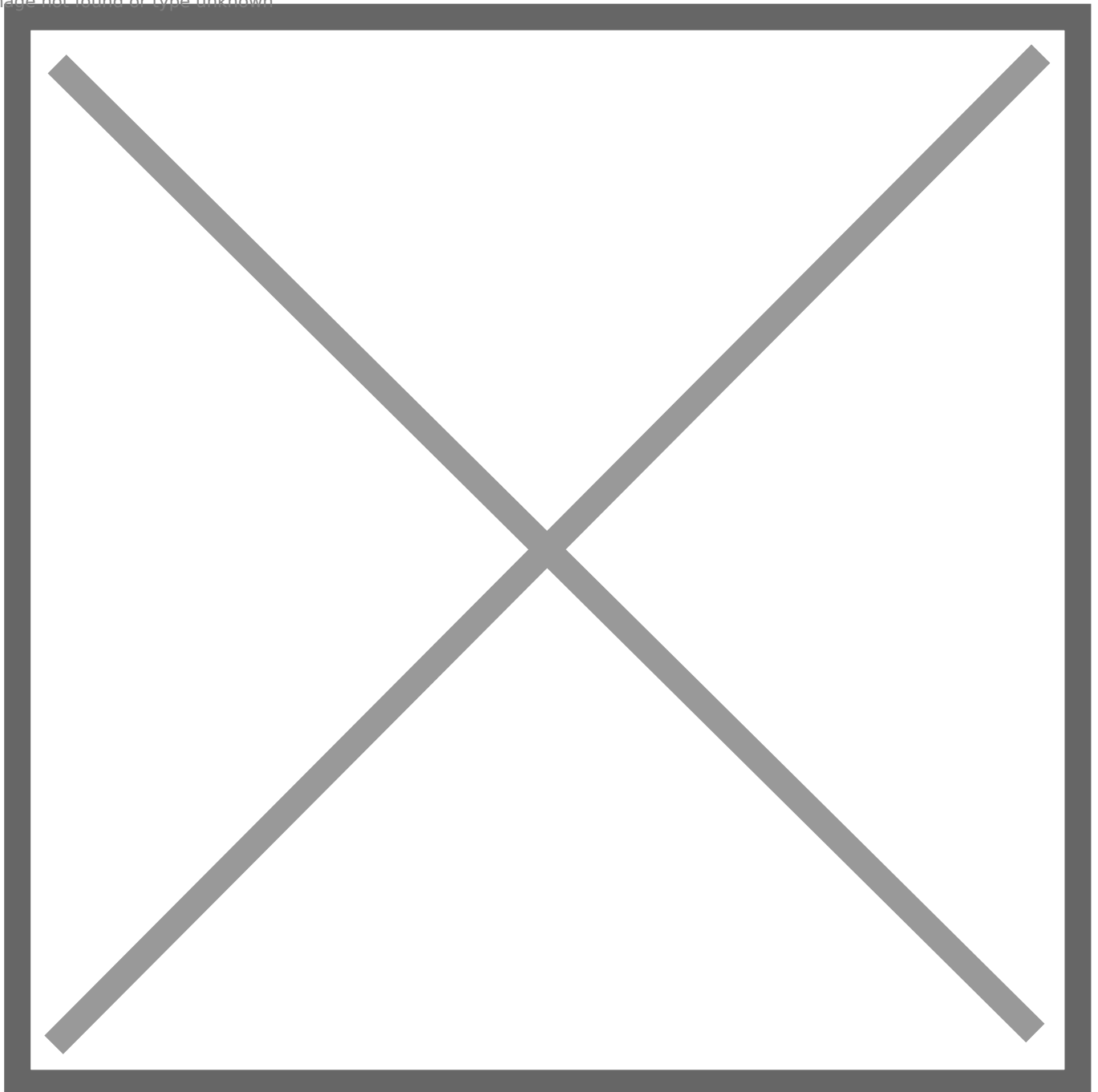
# How to Add MailChimp Code

This documentation will guide you on How to Add **MailChimp** code in SidePad.

## GO TO MAILCHIMP SETTINGS

Go to **SitePad Website Builder** Dashboard. Hover on **Settings** option given on the left sidebar and then click on **MailChimp** option as shown in image below. You will be redirected on **MailChimp Page**.

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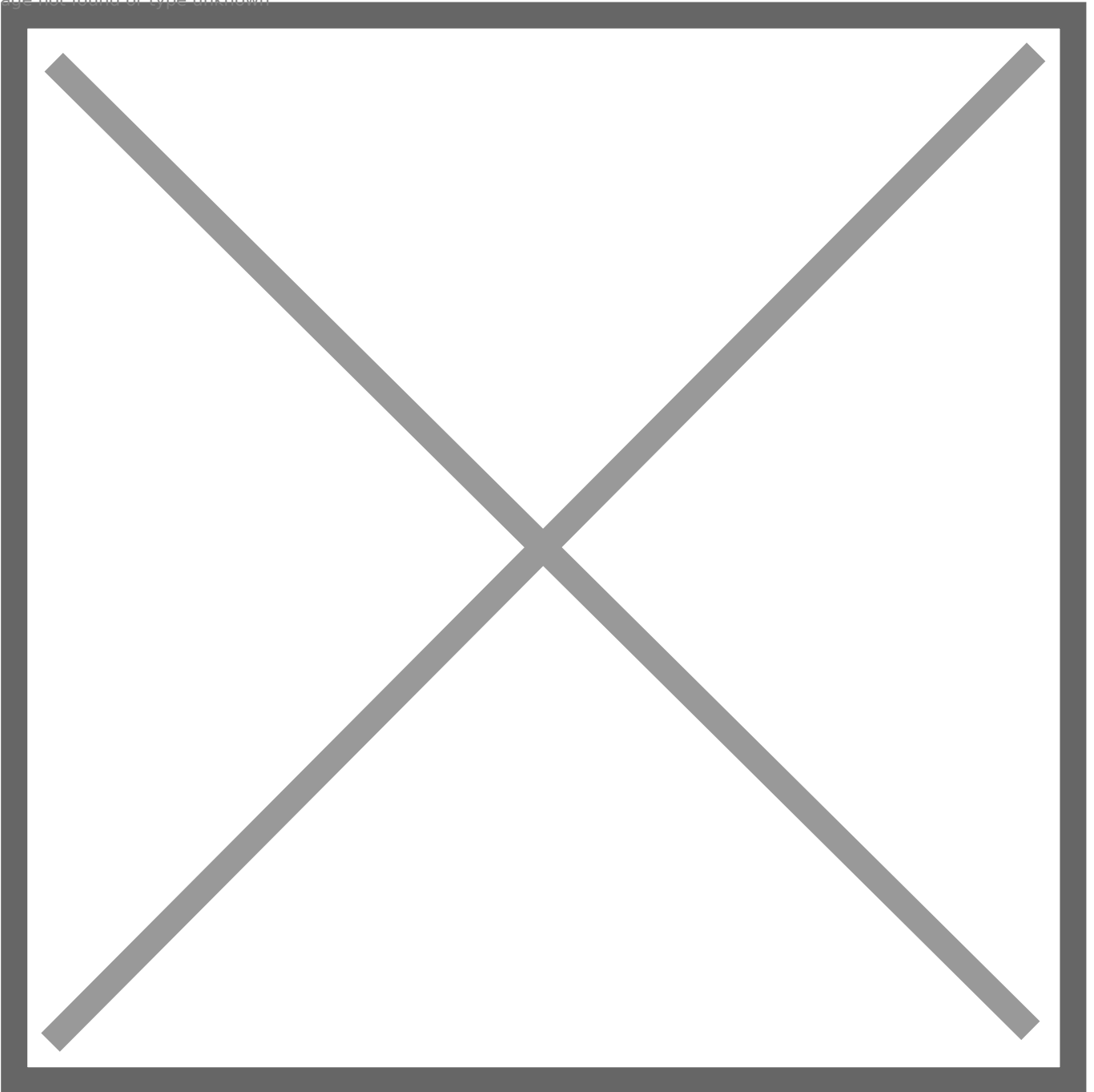


When you select **All** option, paste **MailChimp code** in text area box and click on **Save Changes** button. It will show you MailChimp script output on all pages.

## SCRIPT OUTPUT ON SELECTED PAGE

If you want to show MailChimp script output on a particular page then click on **Selected** option, Choose particular page from dropdown and add mailchimp code in a textarea box, click on Save Changes button.

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# How to Switch Site

**Note:** To Switch Site you need at-least two sites to be in your SitePad Builder

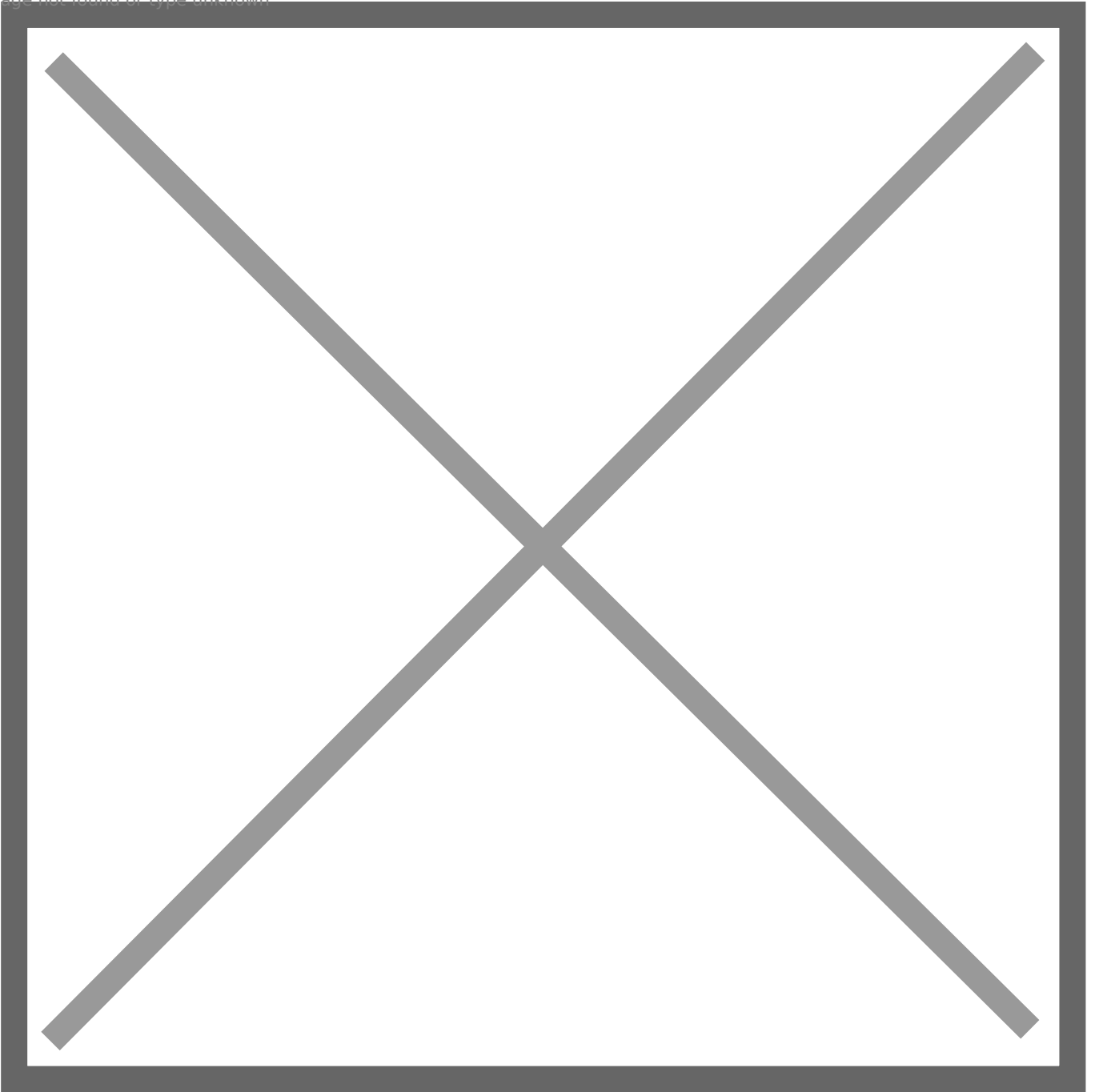
If you have a Single Site and have not added any other Site and want to Add New Site then you can follow the documentation mentioned: [Add New Site](#)

## SWITCH SITE

To Switch from Current Site to any other Site that you want to work on again. All you need to do is hover on **Switch Site** on Navigation Bar.

You will find the list of all the Sites that you have added. Now Click on the Site you wanted to work again and then click on Dashboard like shown in the image below.

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Also remember the Site that was created by SitePad when you logged in first time will always be on top of the Switch Site.

# How to Add Google Analytics Account

**Google Analytics** is a web analytics service offered by Google that tracks and reports website traffic.

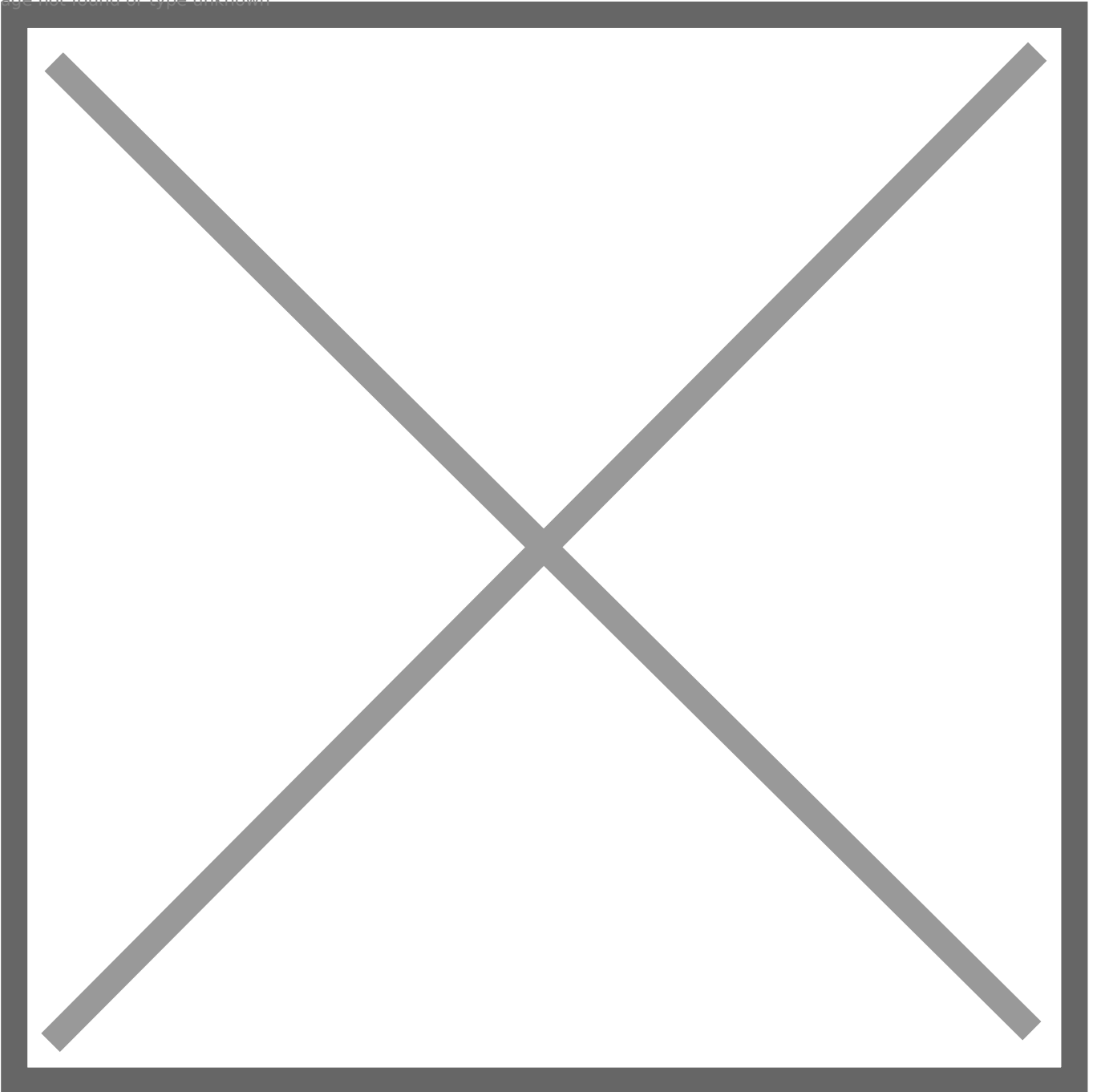
For this, you will need tracking ID which can be found after creating an account at [Google Analytics](#)

You can check out the tutorial given by Google Analytic Team on [Getting Started with Analytics](#)

## LOGIN IN TO CONTROL PANEL

Firstly Login to your Control Panel (e.g. cPanel's URL will be <https://domain.com:2083>) and log in with your details. There click on the SitePad Icon or Link.

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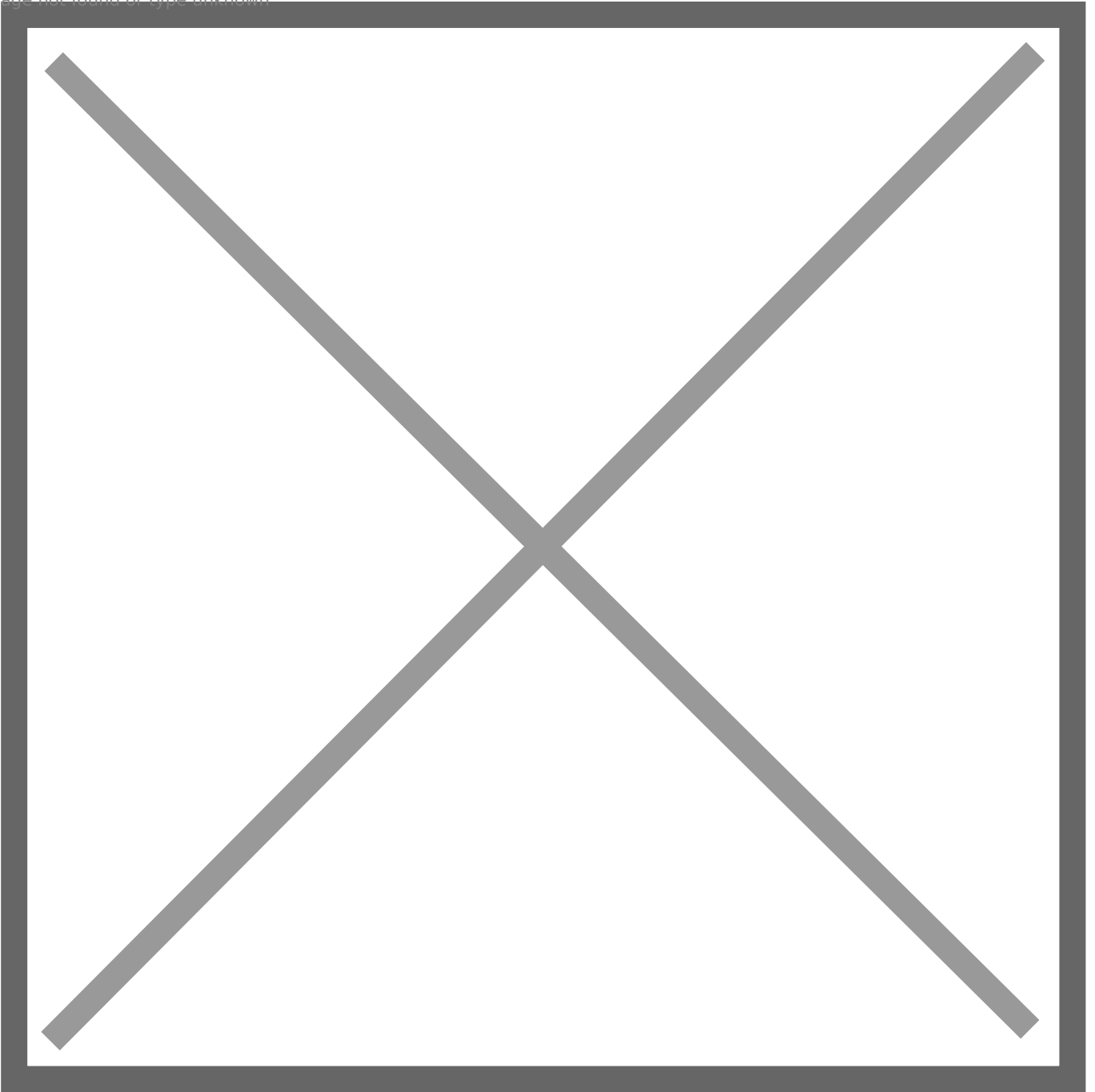


You will be redirected to **SitePad Website Builder**.

## GO TO GOOGLE ANALYTICS

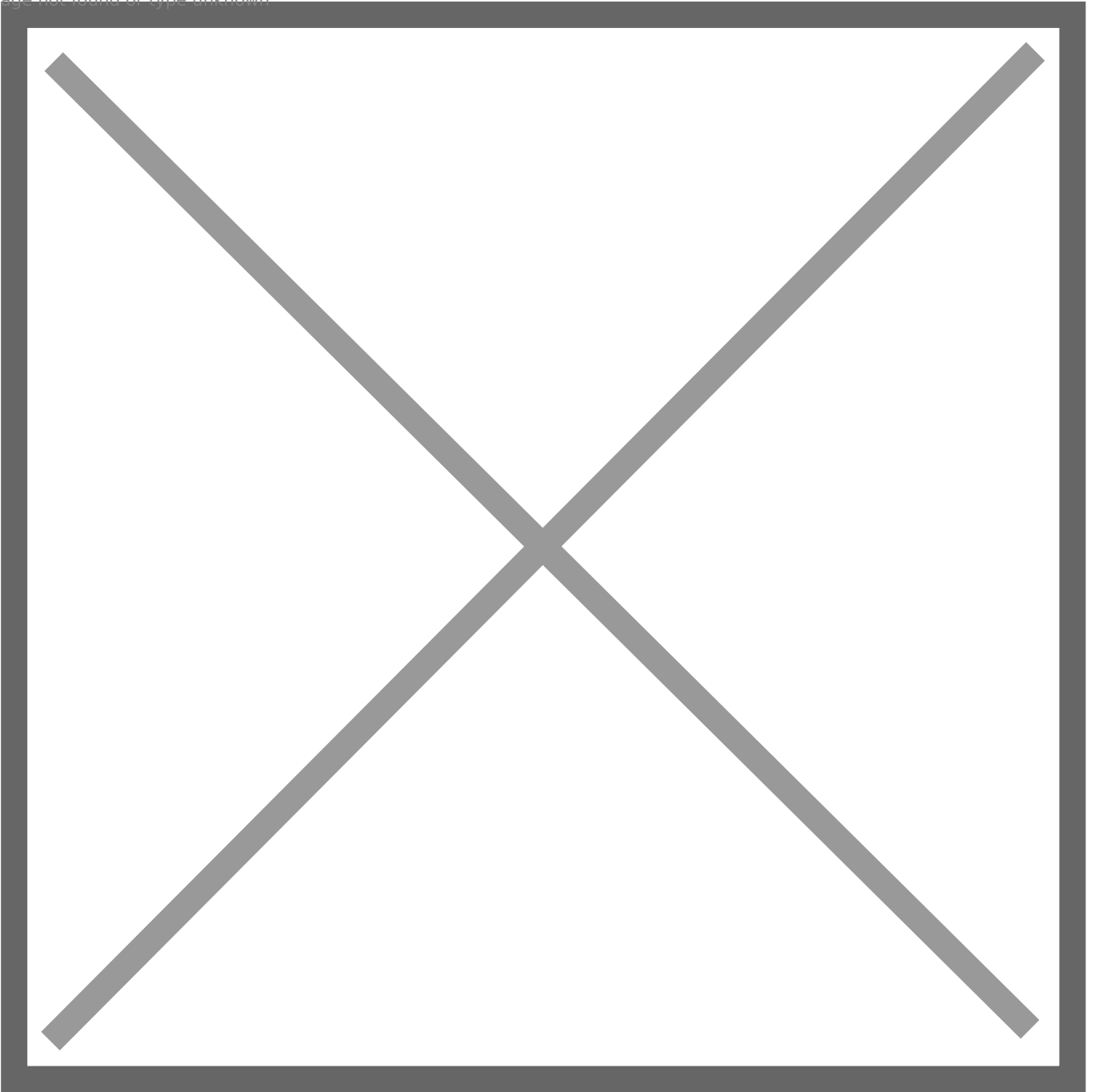
Once you are redirected to **SitePad**. You will need to hover on Settings and then select **Google Analytics**.

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You will be redirected to **Google Analytics** setting page. There you will need to enter the **tracking ID** provided by Google Analytics after adding your account.

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After entering all the details as mentioned above click on **Save Button** to save changes that you've made.

After this when you edit your Site and Publish it. You will be able to track your website traffic from [Google Analytics](#).

You can check out the documentation given by Google Team on [How to Check Your Web Stats](#)

# What Is the Website Builder Assistant

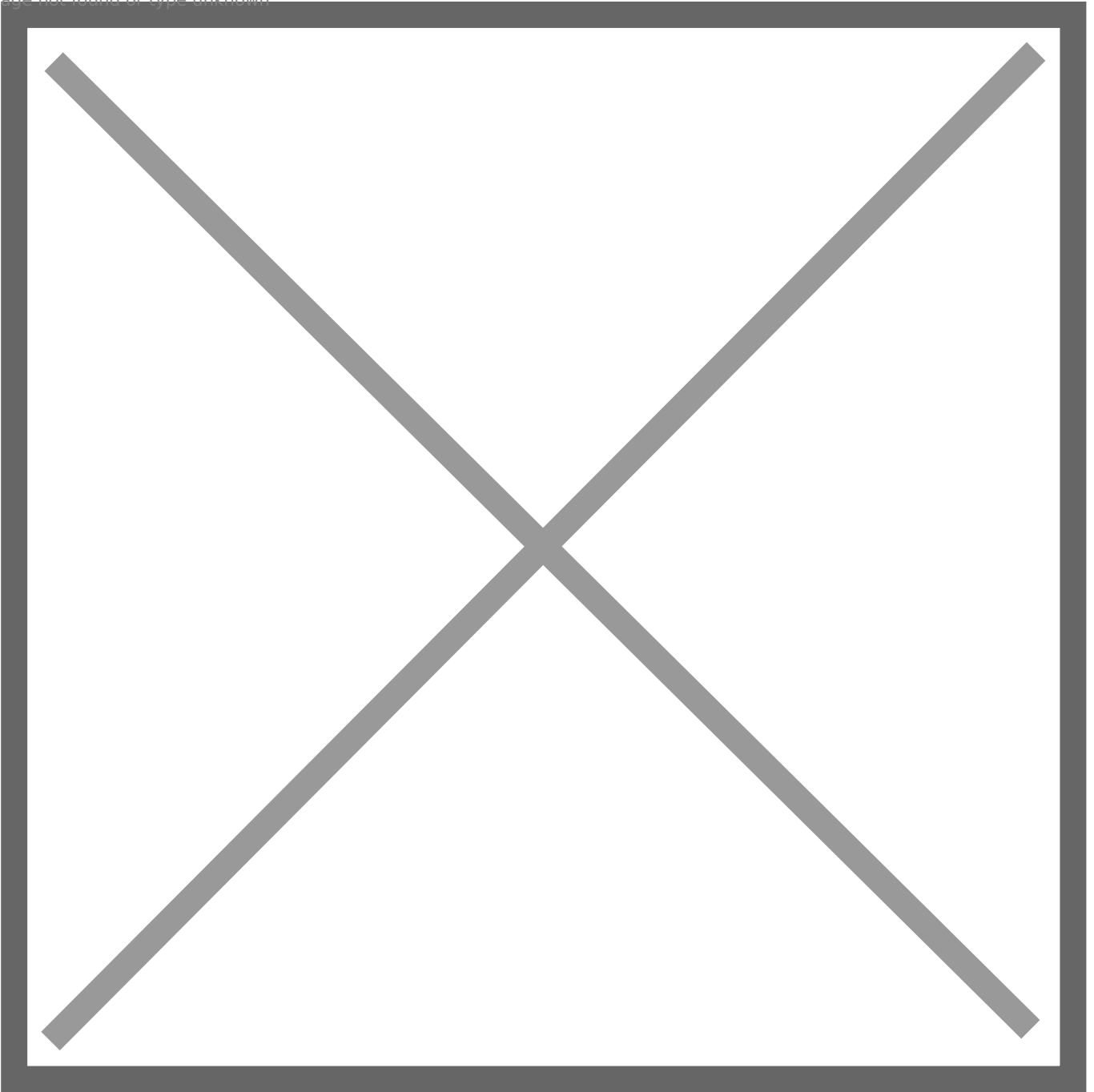
**SitePad Assistant** is a tool which helps you navigate **SitePad Editor**.

## HOW TO USE SITEPAD ASSISTANT

When you login for the **first** time **SitePad Website Builder** will enable the **Assistant** by default.

You need to Click on **Get Started** to navigate SitePad Editor. If you want to **Disable** the Assistant you just need to click on Close or X as shown in the Image below:

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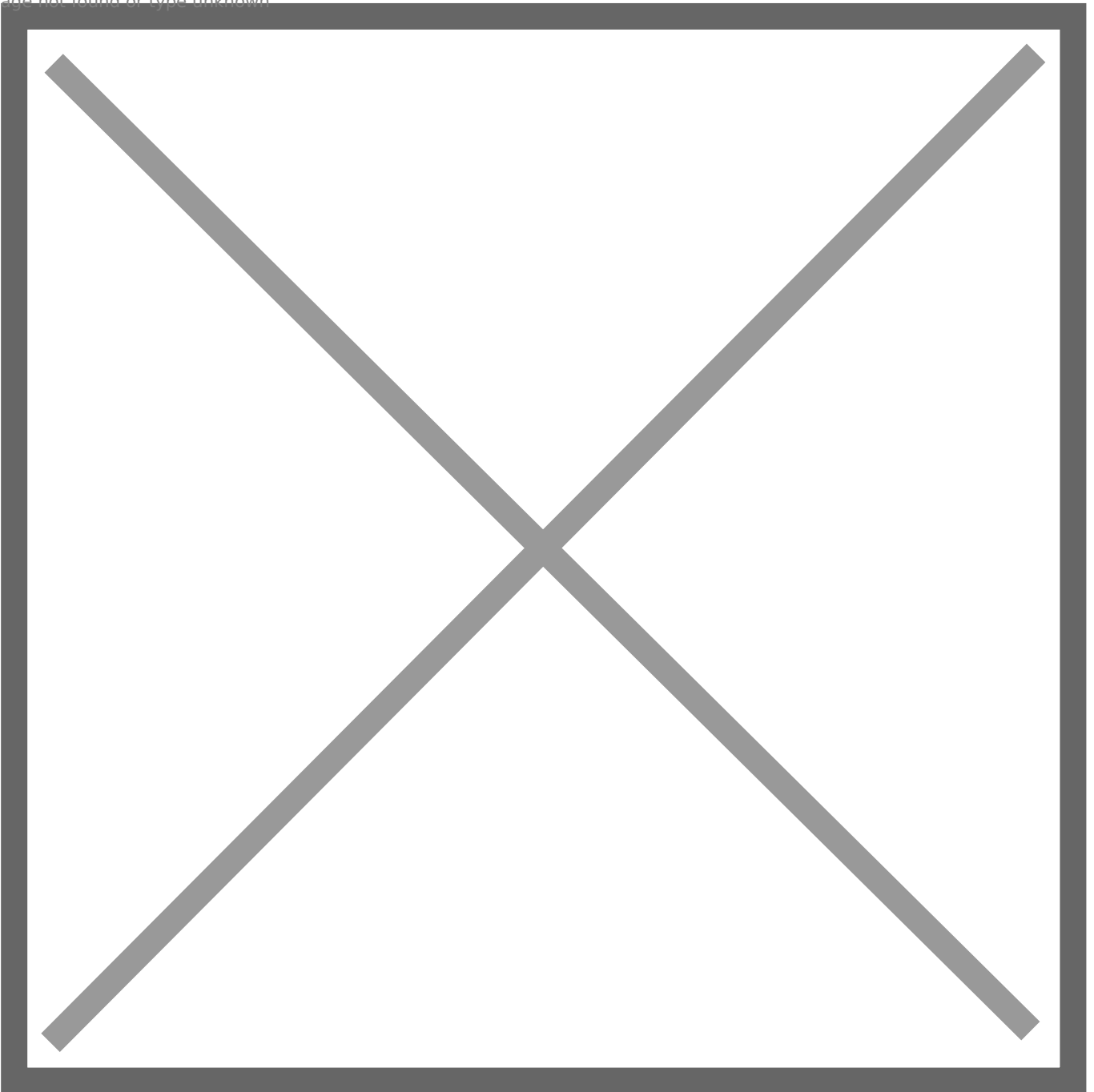


## ENABLE ASSISTANT

You can always Enable it back again by hovering on **Welcome, {username}** on the **Navigation Bar**. You will see a Drop Down List which mentions **Enable Assistant**.

Click on the button and **SitePad Assistant** will be enabled for you.

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## DISABLE ASSISTANT

To **Disable** the Assistant you need to follow the **same procedure** that you followed to Enable the Assistant. But instead of Enable button you will see **Disable Assistant** button.

Click on the button and **SitePad Assistant** will be disabled for you.

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