

# Update Website Background

Last Modified on 07/11/2016 1:34 pm AEDT

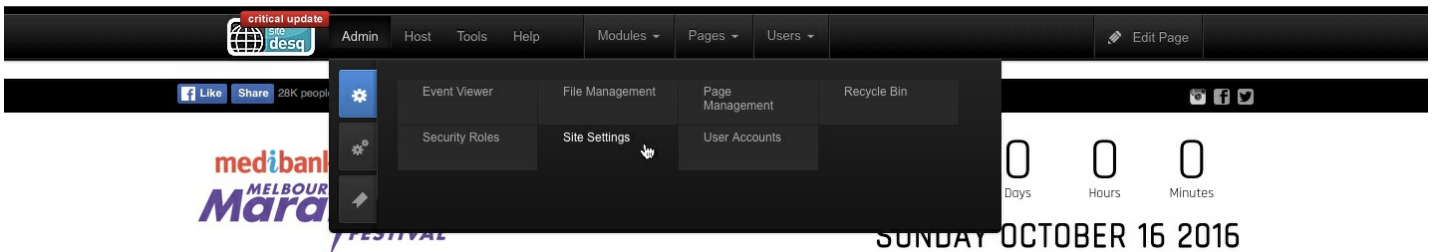
**Quick Steps: Admin > Site Settings > Appearance**

Clients have the ability to update website background image from the following:

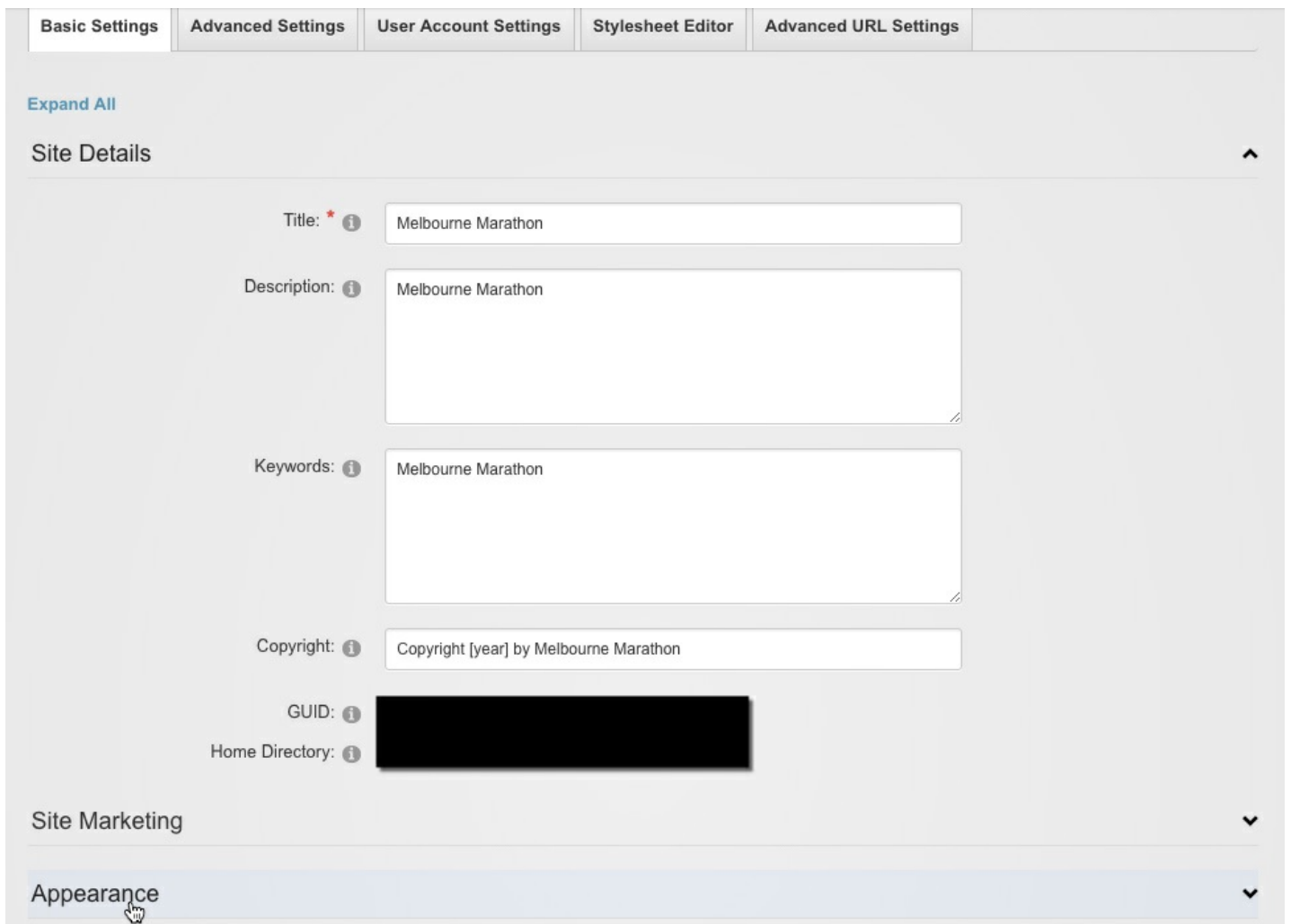
- A. An existing image on the website.
- B. An image on your local machine.
- C. A web image by URL.

**Section A: Updating website background image from an existing image on the website**

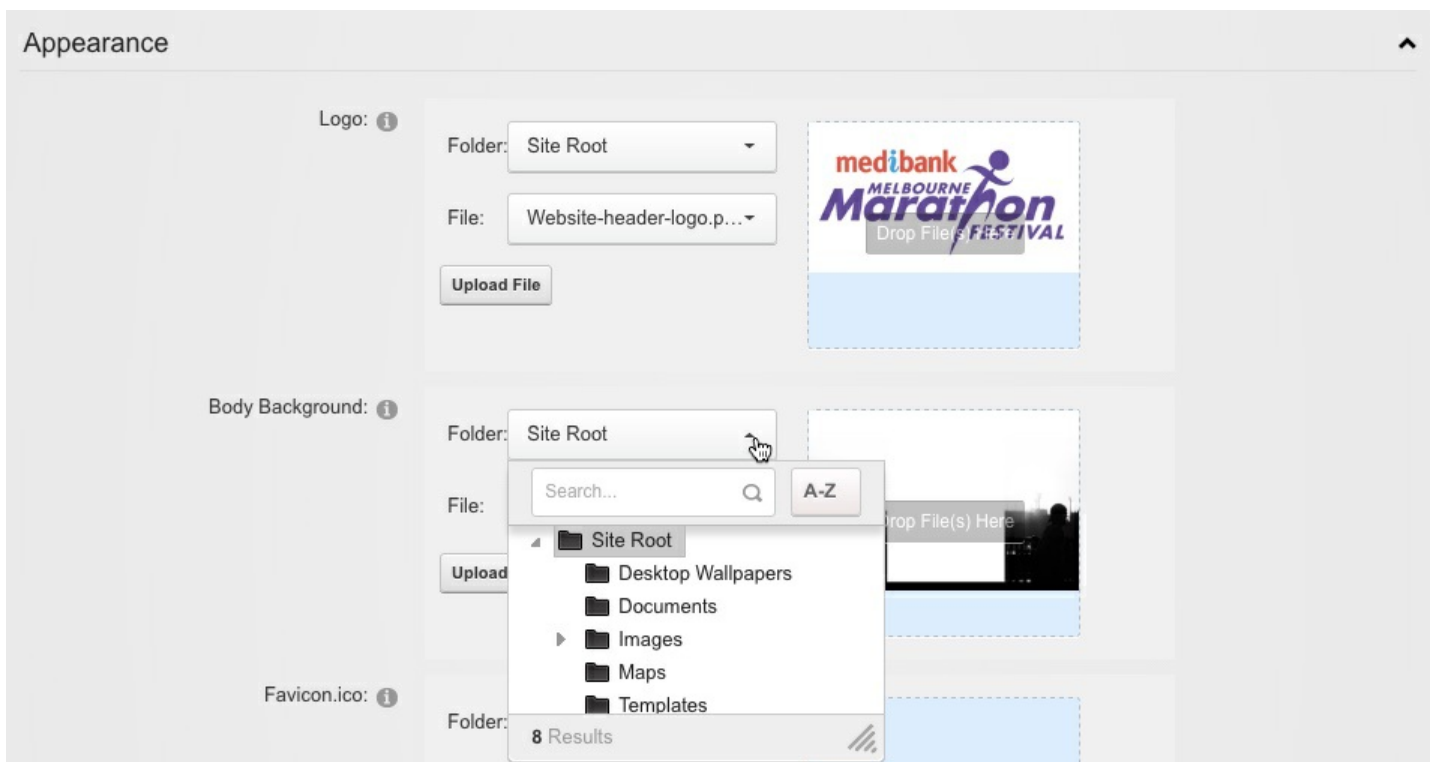
1. Login to Admin Site.
2. Select **Admin > Site Settings** from admin drop-down list.



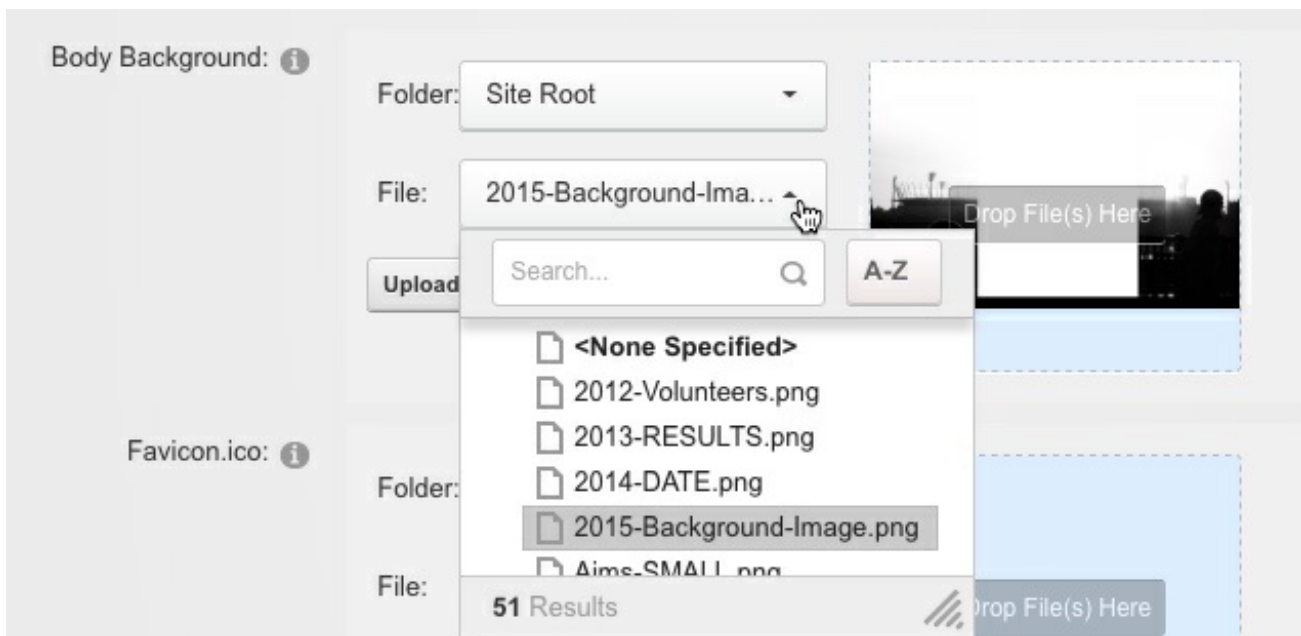
3. Select **Appearance** to enable appearance setting form.



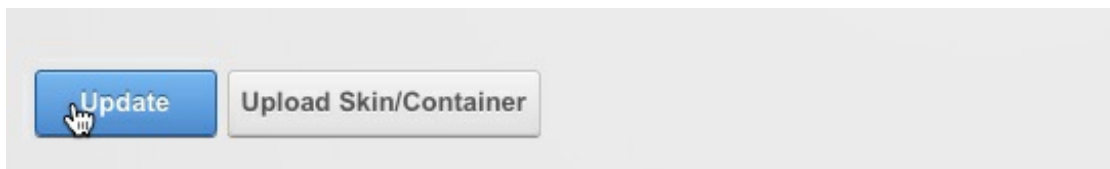
4. Select image folder path from the **Folder** drop-down list at body background section.



5. Select image from the **File** drop-down list at body background section.

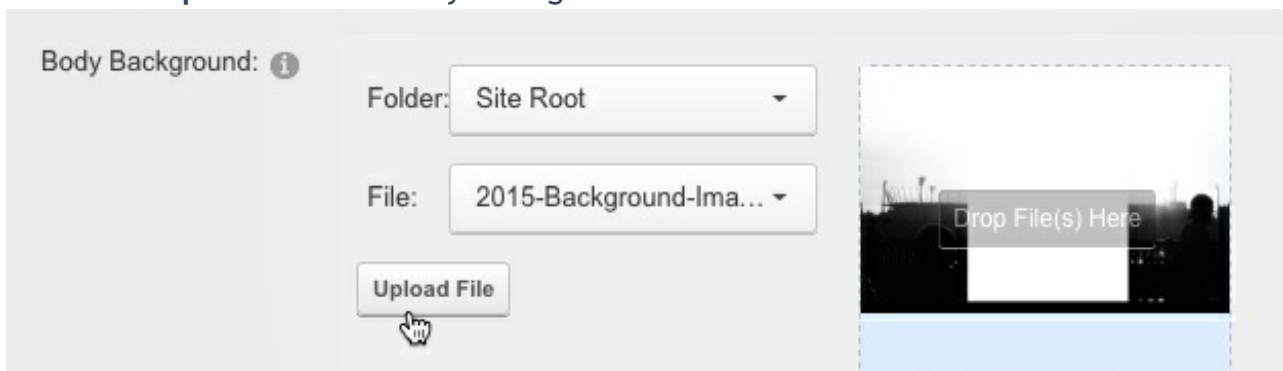


6. Select **Update** to save the change

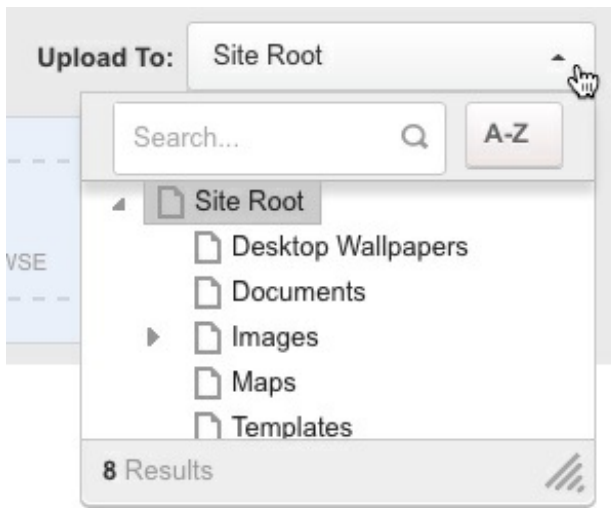


**Section B:** Updating website background image from an image on your local machine.

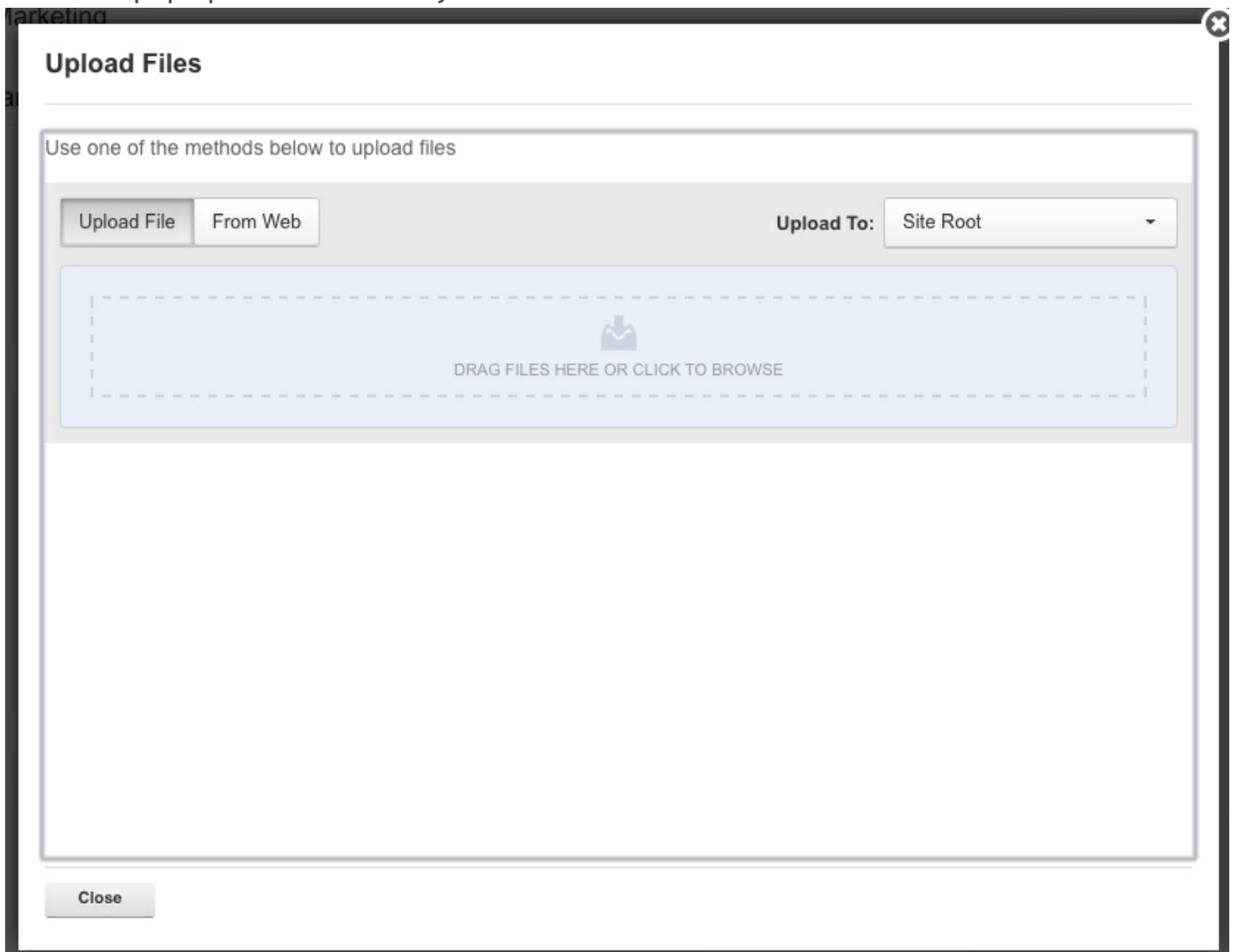
1. Login to Admin Site.
2. Select **Admin > Site Setting** from admin drop-down list
3. Select **Appearance** to enable appearance setting form.
4. Select **Upload File** at body background section.



5. Select uploading path from **Upload To** drop-down list.



6. Drag and drop image into content area, or select the content area then select image from the pop-up folder directory.



7. Wait until the file uploaded successfully, then select **Close** to close the pop-up window.

8. Select **Update** to save the change.

### Section C: Updating website background image from a web image by URL.

1. Login to Admin Site.

2. Select **Admin > Site Settings** from admin drop-down list
3. Select **Appearance** to enable appearance setting form.
4. Select **Upload File** at body background section.
5. Select **From Web** tab at the top area.

Use one of the methods below to upload files



The screenshot shows a user interface for uploading files from the web. At the top, there are two tabs: "Upload File" and "From Web". The "From Web" tab is selected, and a mouse cursor is pointing at it. To the right of the tabs is an "Upload To:" dropdown menu with "Site Root" selected. Below the tabs is a large light blue area containing a text input field with the placeholder text "Enter Resource Url like http://SomeWebSite.com/Images/About.png" and an "Upload" button to its right.

6. Select uploading path from **Upload To** drop-down list.
7. Input external image URL into the text field, then select **Upload**.
8. Wait until file uploaded successfully, then select **Close** to close the pop-up window.
9. Select **Update** to save the change.

## Related Articles

[template("related")]

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