

Work with Themes

You can customize the look and feel of Access ACS. Use the options on the **Themes** tab to blend the Access ACS program with the style of your website.

To access the Themes page, point to **Admin**, then click **Options**.

Select one of our pre-existing themes. Preview the changes in the preview window; to apply the changes to your program, click **Apply**. Click **Default** at any time to restore the Access ACS default theme.

You can customize a theme for your website in Access ACS. Click **Customize** to create your own theme.



You can customize much of your Access ACS website to your tastes. Selecting your organization's logo is one option you can customize.

To select a logo to display on the Web site

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**, then click **Select Logo**.
4. To locate your custom logo, click **Browse**.
5. To see how your logo will look in the Access ACS program, click **Preview**.
6. In the **Logo Link** field, enter your website's URL to make the logo a link to your website.
7. Click **Apply** to add your custom logo, or click **Cancel** to exit. If you do not like the look of your custom logo, click **Reset Logo** to restore the default Access ACS logo.


When theming Access ACS, you can select a background color for your Access ACS site.

To customize the Web site background

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**, then click **Select Background**.
4. To locate your custom background, click **Browse**.
5. Select a background.
6. In the **Page Background Color** field, enter a color number. For example, for yellow enter **#ff0**. You can also click  and choose a color.
7. In the **Body Background Color** field, enter a color number. For example, for yellow enter **#ff0**. You can also click  and choose a color.
8. Click **Apply** to apply your custom background.


You can select menu bar colors for your organization's Access ACS website.

To select menu bar colors

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**.
4. Click **Select Menu Bar Colors**.
5. Enter a color number for each menu bar, such as **#69c** for light blue. You can also click  and choose a color. The preview window changes to reflect your selections.
6. Click **Apply** to apply your custom menu bar colors.


You can customize the title bar's color on your Access ACS website.

To select title bar colors

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**.
4. Click **Select Title Bar Colors**.
5. Enter a color number for each title bar, such as **#036** for dark blue. You can also click  and choose a color. The preview window changes to reflect your selections.
6. Click **Apply** to add your custom title bar colors.



You can select grid colors when theming Access ACS.

To select your grid colors

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**.
4. Click **Select Grid Colors**.
5. Enter a color number for each grid, such as **#69c** for light blue. You can also click  and choose a color. The preview window changes to reflect your selections.
6. Click **Apply** to add your custom grid colors.


You can select the hyperlink and button colors for your Access ACS website.

To select hyperlink and button colors

1. Point to **Admin**, then click **Options**.
2. Click on the **Themes** tab.
3. On the Themes page, click **Customize**.
4. Click **Select Link Colors**.
5. In the **Link Color** and **Link Hover Color** fields, enter a color number. For example, **#036** for dark blue. You can also click  and choose a color. The preview window changes to reflect your selections.
6. In the **Button Color** and **Button Text Color** fields, enter a color number. For example, **#036** for dark blue. You can also click  and choose a color. The preview window changes to reflect your selections.
7. Click **Apply** to add your custom link colors.

Using the Themes portion of Access ACS, you can customize much of your website to your particular tastes. Selecting your default font, text, and emphasis colors are just a few of the many options you can customize.

To set the default font and text colors

1. Point to **Admin**, then click **Options**.
2. Click the **Themes** tab.
3. On the Themes page, click **Customize**.
4. Click **Select Default Font and Text Colors**.
5. Select a font from the **Default Font** drop-down list.
6. In the **Default Text Color** and the **Emphasis Text Color** fields, enter a color number. For example, enter **#c00** for red. You can also click  and choose a color. The preview window changes to reflect your selections.
7. Click **Apply** to add your custom default font and text colors or click **Cancel** to exit.