

1. Installation

1.1 WordPress Installation

This theme requires a working version of WordPress to be installed on your server. You should always run the latest version of WordPress. If you don't have a WordPress installed on your server, please follow the steps below to install it:

Step 1 - Go to WordPress.org and download the latest version of WordPress.

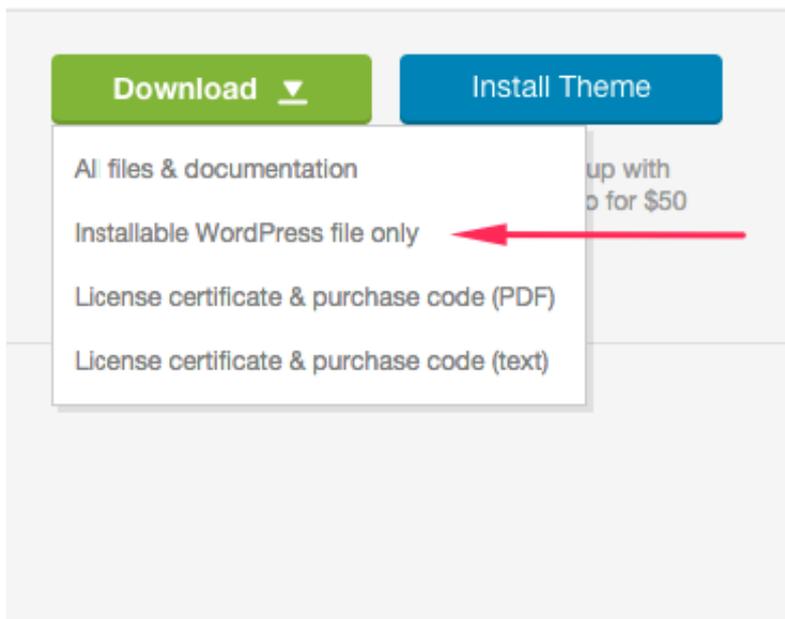
Step 2 - Create a database for WordPress on your web server and a MySQL user with all privileges for accessing and modifying the database.

Step 3 - Upload the WordPress files in the desired location on your web server.

Step 4 - Run the WordPress installation by accessing your website in a web browser.

1.2 Theme Installation via WordPress

In order to download the theme files package, please log in to [Themeforest](https://Themeforest.net). Navigate your mouse over your profile name, then go to the [Downloads](#) page. Click on the Download button and you will get a few options to download: All files & documentation ; Installable WordPress file only ; License certificate & purchase code (PDF) ; License certificate & purchase code (text). Click the **Installable WordPress file only**



When you download the theme from Themeforest, you will get an archive file in .zip extension. When done, you should see *billio.zip*.

Please, follow the steps below to install your Billio Theme.

Step 1 - Login to your WordPress Dashboard.

Step 2 - Go to **Appearance > Themes**. Click **Add New** button, located at the top of the screen.

Step 3 - Continue by clicking **Upload Theme** .

Step 4 - Choose **billio.zip**.

Step 5 - Wait while the theme is uploaded and installed.

Step 6 - Activate the theme and you will be prompted to install required plugins **Visual Composer** and **Revolution Slider**. With few other recommended plugins.

1.3 Common Theme Installation Problems

“Are you sure you want to do this?” If you get the “Are you sure you want to do this” message when installing Billio via WordPress, it means you have an upload file size limit. Install the theme via FTP if this happens, or ask your hosting company to increase the limit.

Missing stylesheet file If you get an error saying that the stylesheet is missing,

then you have uploaded the wrong folder. Please check that you are uploading the `billio.zip` (`billio.zip`) within the Theme Files folder. You have to unzip the file that you download from Themeforest Marketplaces to find this.

1.4 Theme Installation via FTP

If you are going to install the theme using FTP, you will need an FTP Client, such as FileZilla.

When you download the theme from Themeforest, you will get an archive file in `.zip` extension.

When done, you should see *billio.zip*.

Please, follow the steps below to install your Billio Theme via FTP:

Step 1 - Log into your hosting space (server) via FTP client.

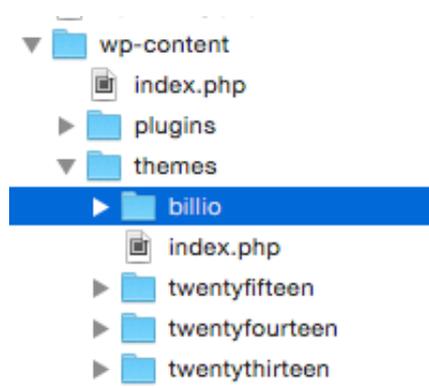
Step 2 - In extracted archive folder, you should see **billio** folder

Step 3 - Upload the **billio** folder to your server in path `.../wp-- content/themes/`

Step 4 - The uploaded path should look like this: `.../wp-content/themes/billio/`

Step 5 - Now, login to your WordPress Dashboard and go to Appearance > Themes and activate Billio Theme.

Step 6 - you will be prompted to install required plugins **Visual Composer** and **Revolution Slider**. With few other recommended plugins.



1.5 Setting Up Demo Content

1.5.1 Automatic 1-Click Demo Importer

Setting up the demo content is super easy with our 1-Click Demo Importer. Please, follow the steps below to import the demo data using the 1-Click Demo Importer:

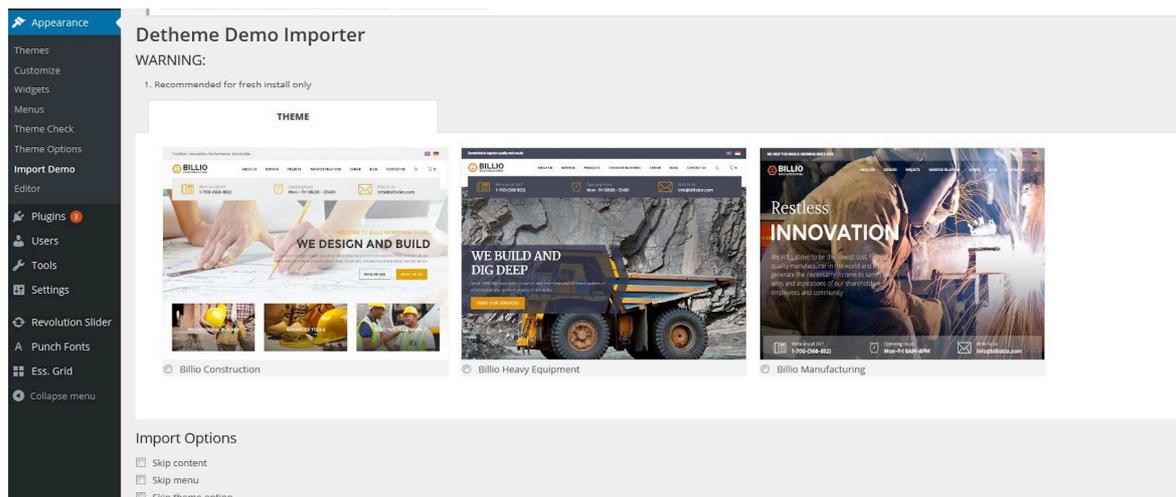
Step 1 – Log into your WordPress Dashboard.

Step 2 – Go to **Appearance > Import Demo**.

Step 3 – Choose a Demo, and scroll down to see more options if you want to skip importing some of demo sections : *Skip Content ; Skip theme option ; Skip Sidebar Widget ; Skip Media ; Skip Slide Demo ; Skip WooCommerce Demo*

Step 4 Click the Import button to start the import process.

Step 5 – Wait until the process is done and the page is reloaded. This may take a while. **Do not interrupt/cancel the import process!**



The importer should be run only once. If something went wrong and you need to import the content again, you may need to reset your WordPress. Use this plugin to reset the WordPress database : <http://wordpress.org/plugins/wordpress-database-reset>

Warning, although importing demo will not remove your existing content. It is highly recommended for new installations only.

1.5.2 Manual Demo Import

Some servers don't support one click import. If you host your site on a sharing server or your server can't handle the import traffic, one click import will fail. In

this case follow these steps to perform manual demo import.

These steps are guidelines for a manual demo import. File names may vary depending on the Demo you are importing.

1.5.2.1 Import Media files, Pages and Posts

Step 1 - From your dashboard click on Tools -> Import -> WordPress and install WordPress Importer.

Step 2 - Click on Activate plugin & run importer.

Step 3 - Click browse and locate **demo_content/ (construction / heavy_equipment / manufacturing)** folder (from zip package previously downloaded from Themeforest). Then choose demo_content.xml

Step 4 - Click **Upload file and import.**

Step 5 - Check **Download and import file attachments.**

Step 6 - Click Submit.

Step 7 - Wait for **All done have Fun! message.**

If you don't get the All done have Fun! message go to Appearance -> Menus delete all the menus and start over again until you get the message.

1.5.2.2 Setup Your Menu

Step 1 - Click on Appearance > Menus.

Step 2 - Switch to Manage Locations tab at the top of the page.

Step 3 - Assign menu **Main Menu** to **Top Navigation**

1.5.5 Setup your Homepage & Blog Page

Step 1 - Click on **Settings > Reading.**

Step 2 - Set **Front page displays > A static page** to Home as displayed below:

Reading Settings

Front page displays

- Your latest posts
- A [static page](#) (select below)

Front page: Home

Posts page: Blog

1.5.2.3 Theme Options Import

Step 1 - Navigate to Appearance > Theme Options > Import/Export tab.

Step 2 - Open this following file : **demo_content/ (*construction / heavy_equipment / manufacturing*) /theme_option.json**

Step 3 - Copy all of its code into **Theme Options > Export / Import**

Step 4 - Click **Save Changes**

1.5.6 Revolution Slider Import

Step 1 - Click on Revolution Slider tab in your dashboard.

Step 2 - Click on Import Slider button.

Step 3 - Choose your slider file **demo_content/ (*construction / heavy_equipment / manufacturing*)/revslider/slider-...zip**

Step 3 - Hit **Import Slider**

1.5.3.4 Widget Options Import

Step 1 - Click on Plugins > Add New.

Step 2 - Search for **WP Options Importer** plugin by Matthew Boynes or download it manually from here: <https://wordpress.org/plugins/options-importer>

Step 3 - Go to **Tools > Import > Options.**

Step 4 - Select file from previously downloaded zip package from Themeforest : **demo_content/ (construction / heavy_equipment / manufacturing) /widget_option.json**

Step 5 - Click on **Upload File and Import**.

Step 6 - You will be prompted to *What would you like to import?* question, select **All Options**, and tick **Override existing options** for *Additional Settings*

Step 7 - Click on **Import Selected Options**.

1.6 Translating The Theme

Billio is localized and you can easily translate it to any language you like. Please make sure that the font that you are using on your website is supporting your language characters. For example Cyrillic characters.

The theme is already translated to two languages : English and Bahasa. Inside **billio > languages** folder, you will find .po / .mo files for those languages.

1.6.1 Translate to any other language

In order to translate the theme to any other language, follow the steps below:

Step 1 - Duplicate this file `billio/languages/en_us.po` into `wp-content/languages/themes`

Step 2 - Rename it to your language code, with a prefix `detheme-` (for example `detheme-id_ID.po` for Indonesian Language)

Step 3 - Open it using [poedit](#). Search for string you want to translate into, then save it.

Step 4 - Poeditor will generate **.mo** file. Upload this file into a same folder as **.po** file.

Step 5 - Rename **/billio/languages** directory into something else, for example **lang**, in order to disable this folder from wordpress language indexing.

Step 6 - Once you've done with steps above, navigate to **Settings > General > Site Language**. Select your language from select option.

1.6.2 Send us your translation!

If you translate Billio into a language that isn't included, then we'd really appreciate it if you could send it to us. It will be helpful to other users and also you wouldn't have to worry about theme updates. We will give you credits for the translation on our theme description page. Thanks!

[Send us your translation](#)

2. First Steps

2.1 Upload your logo image

You can upload your logo image in the Billio Theme Options. If the logo is not uploaded, then Billio logo will be used.

Billio

Please, follow the steps below to upload your logo:

Step 1 - Login to your WordPress Dashboard.

Step 2 - Go to Appearance > Theme Options > Main Navigation. Billio has distinct feature that allow you to upload different logo images between homepage and the rest of all pages. And if your **Sticky Menu** option is active, you are

able to set two different logo images, which will be set on default navigation bar and sticky navigation bar.

Step 3 - Upload your logo in any size

*To implement retina logo, please upload your logo resolution exactly double the size you are going to set under **Logo Width** setting*

2.2 Change Post & Custom Post Layout

Billio comes with three layouts: Full, Left Sidebar and Right Sidebar.

Please, follow the steps below to find out how to change your layout:

Step 1 - Login to your WordPress Dashboard.

Step 2 - Go to Appearance > Theme Options > General > General Settings. You will see Main Layout as WP default post, with other type of posts : Recruitments Layout, Reports Layout, WooCommerce, Contact Forms Layout and all other posts

that are installed in your WordPress website.

Step 3 - Choose between Full, Left Sidebar and Right Sidebar.

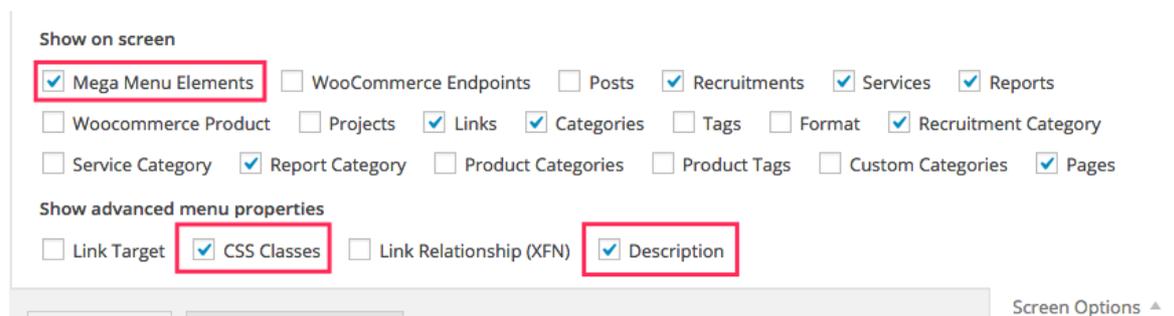
Step 4 - Don't forget to save the changes.

2.3 Mega Menu Setup

The mega menus are available only for top level navigations items only in "Main Menu" area.

Follow the steps below to create a mega menu:

Step 1 - Make sure that **Mega Menu Elements, CSS Classes and Description** option is checked in the **Screen Options** under "Show advanced menu properties" while you are in **Appearance > Menus** page in your WordPress Dashboard.



Step 2 - Now, add a an item to the menu editor. **This has to be a top level item!**

Step 3 - Click on arrow icon in the top right-hand and expand. Tick **Activate Mega Menu Dropdown for this item** checkbox.

Services *mega menu* Page ▲

Navigation Label *Title Attribute*

CSS Classes (optional)

Activate Mega Menu dropdown for this item 

Step 4 - Click **Add Column**

Mega Menu Elements ▲



After you click on the button, menu item will appear on the bottom of current menu.
Rearrange it to the right position

Step 5 - Drag it right below mega menu item and then indent it

PAGES *mega menu* Custom ▼

 **Mega Menu Column** *sub item* Column ▼

Step 6 - Specify column width by specifying a css class, in example `col-sm-4` to display 4/12 (or 1/3) width.

Mega Menu Column *sub item* Column ▲

CSS Classes (optional)

Move [Up one](#) [Down one](#) [Out from under PAGES mega menu](#)

[Remove](#) | [Cancel](#)

Step 6 - Now, you need to add child menu items, which should be indented under **Mega Menu Column** as shown on the image below

PAGES *mega menu* Custom ▼

Mega Menu Column *sub item* Column ▼

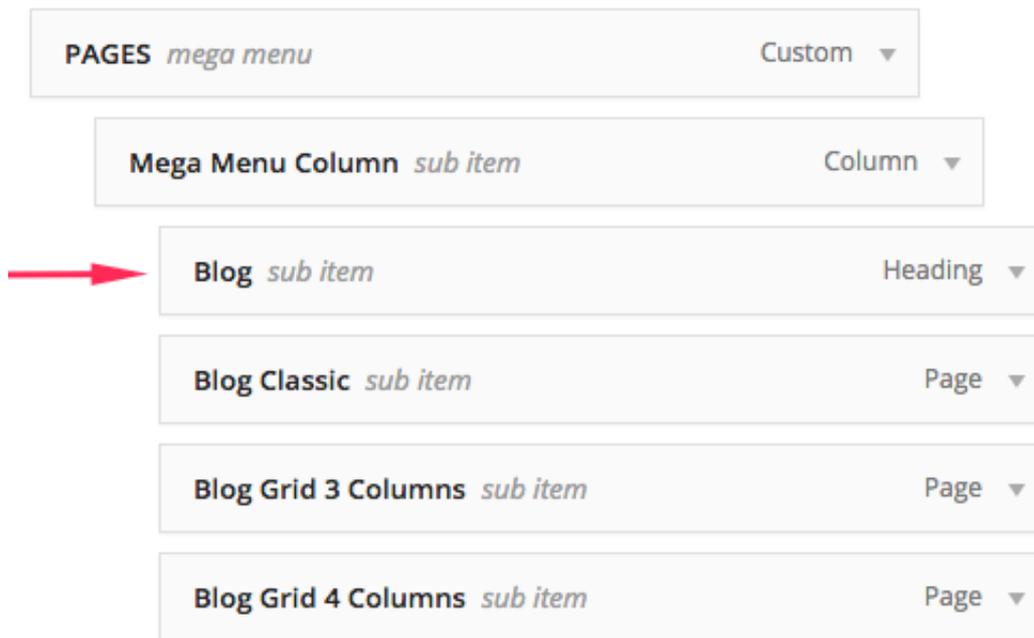
Blog *sub item* Heading ▼

Blog Classic *sub item* Page ▼

Blog Grid 3 Columns *sub item* Page ▼

Blog Grid 4 Columns *sub item* Page ▼

- Step 7 - To add Heading/ Title, click Add Heading Item in Mega Menu Elements and arrange it in the first order.



Step 6 - Your dropdown should now look something like this :

BLOG	OUR TEAM	CONTACT US
Blog Classic	Our Team One	Contact Us One
Blog Grid 3 Columns	Our Team Two	Contact Us Two
Blog Grid 4 Columns	Our Team Three	Contact Us Three

There are several additional classes available for the mega menu. Simply add them next to the 'megamenu' class separated by one single space.

- col-sm-3 - 1/4 column width
- col-sm-4 - 1/3 column width
- col-sm-6 - 1/2 column width
- col-sm-8 - 2/3 column width

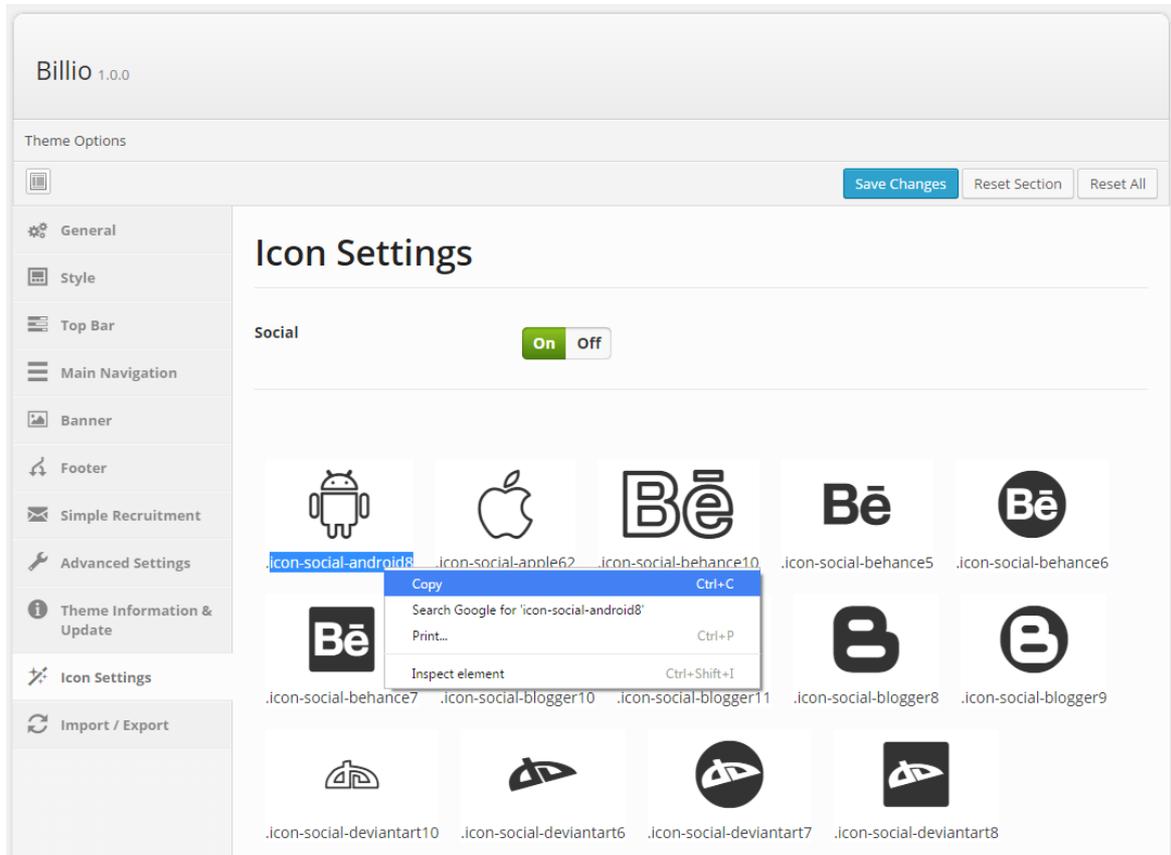
2.4 Icons in Top Bar

Follow the steps below to create an icon menu:

Step 1 - Navigate to **Appearance > Theme Options > Icon Settings**

Step 2 - Browse the icon and select an icon class name. Icon class name will be

displayed on bottom of icon. Copy the icon class name.



Step 3 - Navigate to **Appearance > Menus** then enable **CSS Classes** from **Screen Options** panel (at the top of Menus page) by ticking it.

Step 4 - Create **Links** type menu, enter *URL* and *Link Text*

Step 5 - Enter icon-name copied before in step 2 ; in example **icon-social-android8** (without quotes) into CSS Classes field.

Step 6 - Navigate to **Theme Options > Top Bar Settings > Select Left or Right Section > Type Of Element**, select **Icon from Menu**.

2.5 Create Posts

There are eight custom post types in Billio theme. Standard, Gallery, Image, Quote, Video, Audio, Link and Aside.

Adding Posts

Step 1 - Log in to your WordPress Administration Panel (Dashboard)..

Step 2 - Click the 'Posts' tab.

Step 3 - Click the 'Add New' sub-tab.

Step 4 - Start filling in the blanks: enter your post title in the upper field, and enter your post body content in the main post editing box below it.

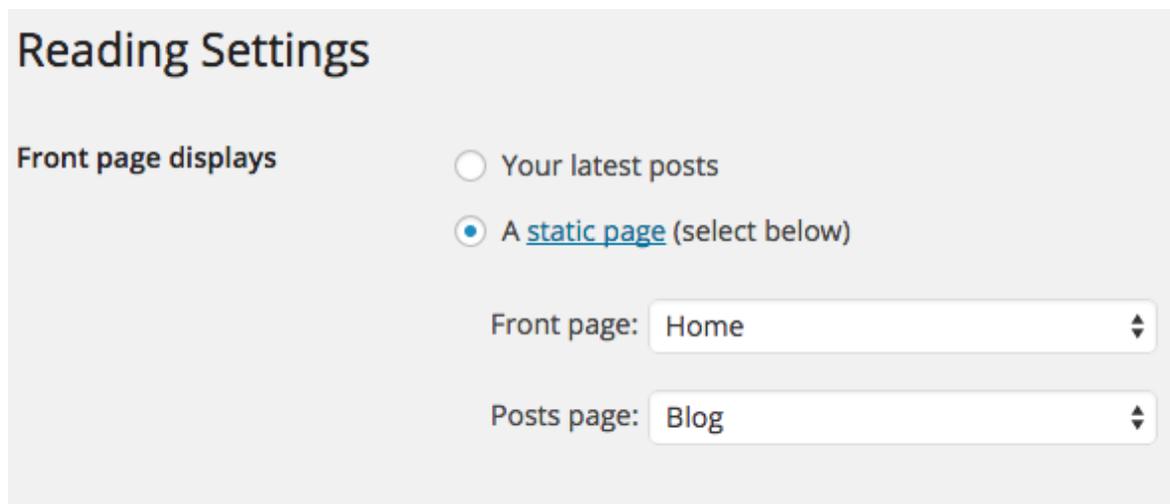
Step 5 - As needed, select a category, add tags, fill in the meta settings below the editor.

Step 6 - Select post format on the right hand side and fill in the meta settings below the editor.

Step 7 - It is important to upload a featured image for your post.

Showing Posts

Simply create a new page, name it as **Blog**, then make sure that you also set the **Posts Page** to Blog under **Appearance > Settings > Readings**.



2.6 Add Service Items

Billio has inbuilt support for Service Custom Post Type. Use it to showcase your services.

Add Service Items

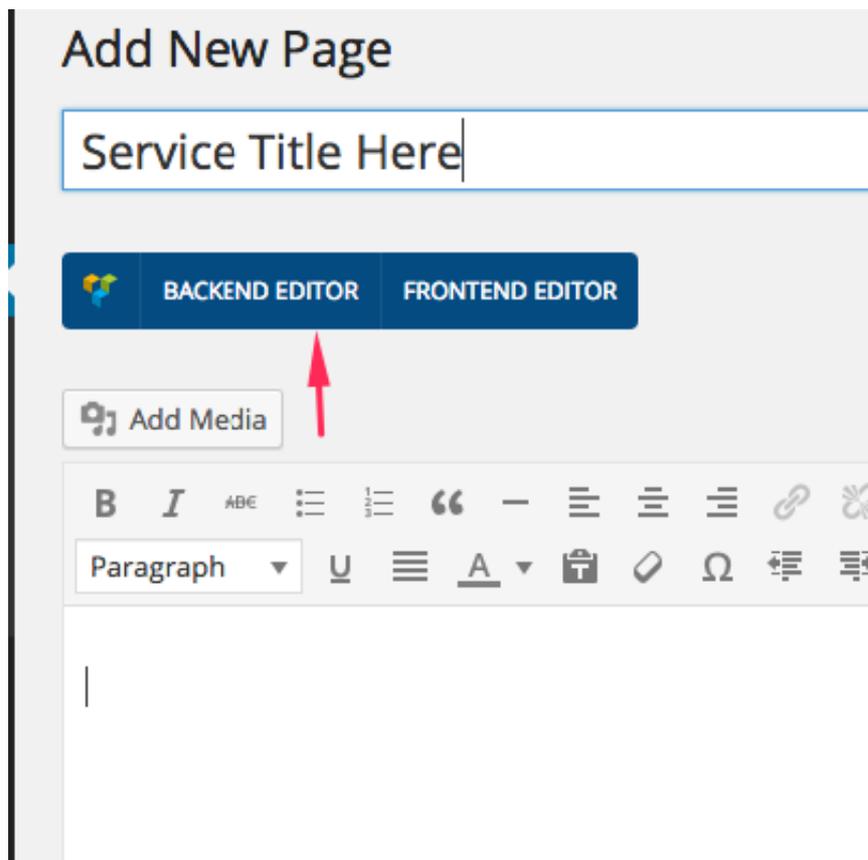
Step 1 - Log in to your WordPress Administration Panel (Dashboard).

Step 2 - Click the *Services* tab.

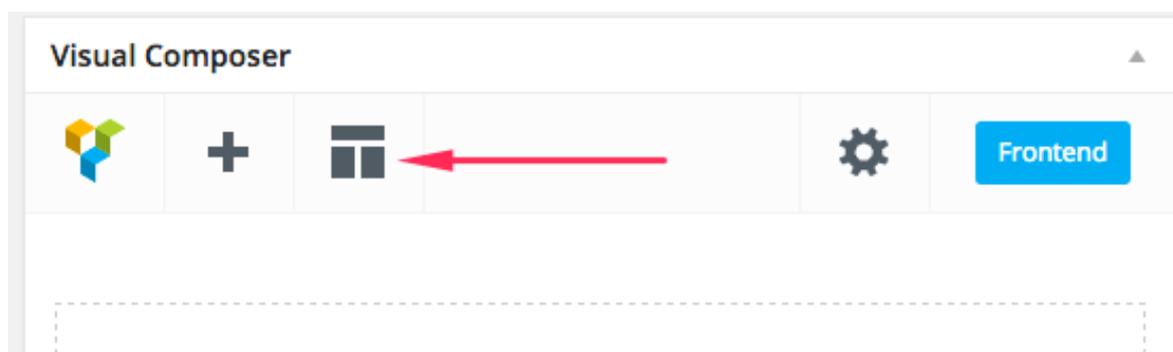
Step 3 - Click the *Add New* sub-tab.

Step 4 - Start filling in the blanks: enter your Service title in the upper field.

Step 5 - Make sure you have Backend Editor mode selected. If you have not, you will see **Backend Editor** button appear under Page Title, then click it.



Step 6 - Click on Templates icon



Step 5 - Select **Service Layout**. It might take a while for your machine to render the layout. Please wait and do not interrupt the process.

Step 6 - Once the layout is loaded. Simply replace texts, titles, and images with your own content.

2.6.1 Showing Services Item

If you have imported 1-Click Demo Import, **All Services** page will be automatically set. If you did not import it, please follow these steps below :

Step 1 - You need to use Essential Grid Plugin in order to list your Service posts. Make sure Essential Grid plugin is installed and activated.

Step 2 - Go to **Dashboard > Ess. Grid > Import / Export**. Click on **Import**, choose Essential Grid demo file under **Demo Content/Essential Grid**, pick one file based on the theme you are working on, then click Import.

Step 3 - Navigate to **Dashboard > Ess. Grid**, click on the Settings (green button) for **All Services**.

Step 4 - Click **Source** tab, select **Post Types to Service** and specify **Post Categories**. Leave other settings as is.

Step 5 - Click **Save Grid** green button at top right of the browser window.

Step 6 - Create a new page, select Visual Composer Template named **All Services Layout**.

Step 7 - Add Visual Composer element named **Essential Grid** to the page.

Step 8 - Choose grid to **All Services**, then hit **Add Selected Grid**.

Step 9 - Publish the page.

2.7 Project / Equipment Posts

Both **Project** and **Equipment** posts use Essential Grid Custom Type Post. To access Essential Grid Posts, navigate to this following url : your_domain/wp-admin/edit.php?post_type=essential_grid.

We have modified Essential Grid Custom Type Post to allow user to change its name and its permalink. Go to **Settings** sub tab to configure them.

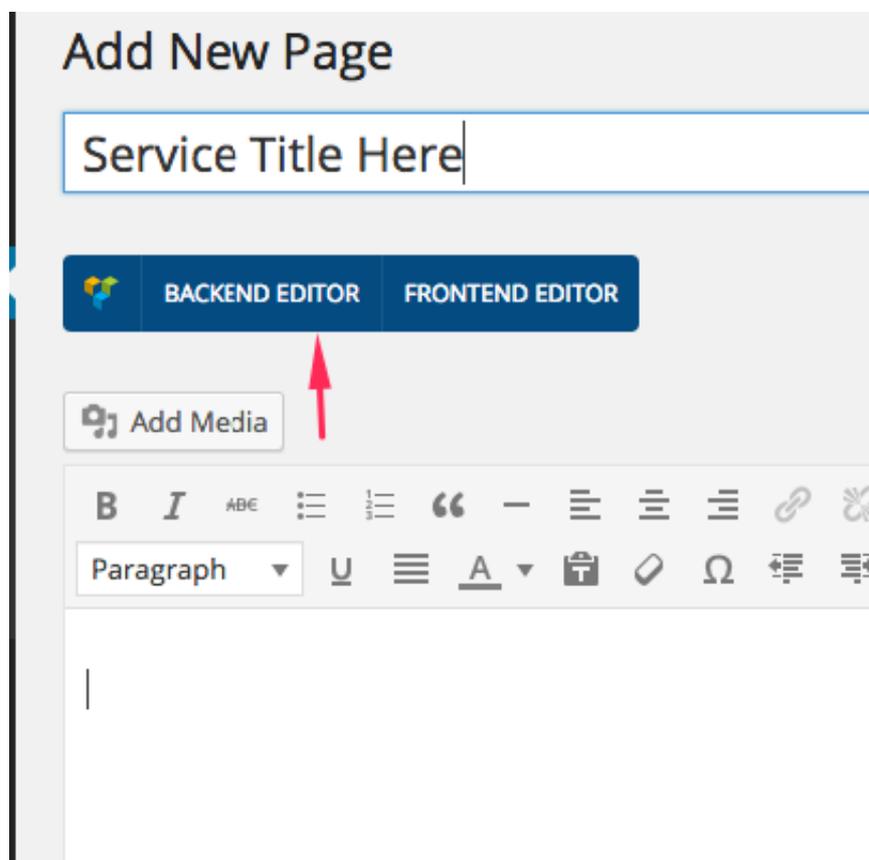
2.7.1 Add Project / Equipment items gallery

Please, follow the steps below to add project / equipment items

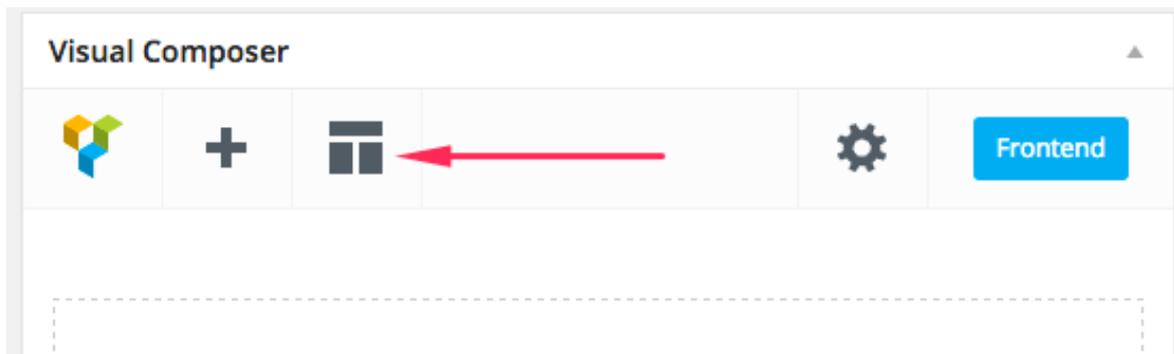
Step 1 - Navigate to this following url : your_domain/wp-admin/edit.php?post_type=essential_grid then click 'Add New' sub tab.

Step 2 - Enter your Project / Equipment title in the upper field.

Step 3 - Make sure you have Backend Editor mode selected. If you have not, you will see **Backend Editor** button appear under Page Title, then click it.



Step 4 - Click on Templates icon



Step 5 - Select **Project Layout (or Equipment Layout)**. It might take a while for your machine to render the layout. Please wait and do not interrupt the process.

Step 6 - Once the layout is loaded. Simply replace texts, titles, and images with your own content.

2.7.2 Showing Project / Equipment items gallery

If you have imported 1-Click Demo Import, **All Services** page will be automatically set. If you did not import it, please follow these steps below :

Step 1 - You need to use Essential Grid Plugin in order to list your Service posts. Make sure Essential Grid plugin is installed and activated.

Step 2 - Go to **Dashboard > Ess. Grid > Import / Export**. Click on **Import**, choose the Essential Grid demo file under **Demo Content/Essential Grid**, pick one file based on the theme you are working on, then click Import.

Step 3 - Navigate to **Dashboard > Ess. Grid**, click on the Settings (green button) for **Projects (or Equipment)**.

Step 4 - Click **Source** tab, select **Post Types to Services (or any name Post Types** and specify the **Post Categories**. Leave other settings as is.

Step 5 - Click **Save Grid** green button at top right of the browser window.

Step 6 - Choose your grid, then hit **Add Selected Grid**.

Step 9 - Publish the page.

2.8 Add Recruitment Post

Billio comes with DT Recruitment plugin. This plugin is used to handle simple recruitment/vacancy information on website.

2.8.1 Simple Recruitment Theme Options

After DT Recruitment plugin installed, you will have additional tab named **Simple Recruitment** on **Theme Options**. Please visit **Appearance > Theme Options > Simple Recruitment** on Wordpress Dashboard.

Step 1 - Set **Job Description Fields**. These custom fields will appear on Recruitment Custom Post.

Step 2 - Set **Email Address**. This email address will be used as target email when visitors submit their application forms. If you using multiple email addresses separate them with comma. Leave it email address blank if you want to use site's admin email as target email.

Step 3 - Check **Attachment Type**. Select the file type allowed to attach in the application form.

Step 4 - Set **Attachment Size**. Set the maximum attachment file size allowed to attach in the application form in KiloByte.

Step 5 - Set **Application Form Heading Text**. This heading text will appear on application Form.

Step 6 - Set **Email to Friend Form Heading Text**. This heading text will appear "Email to Friend" Form.

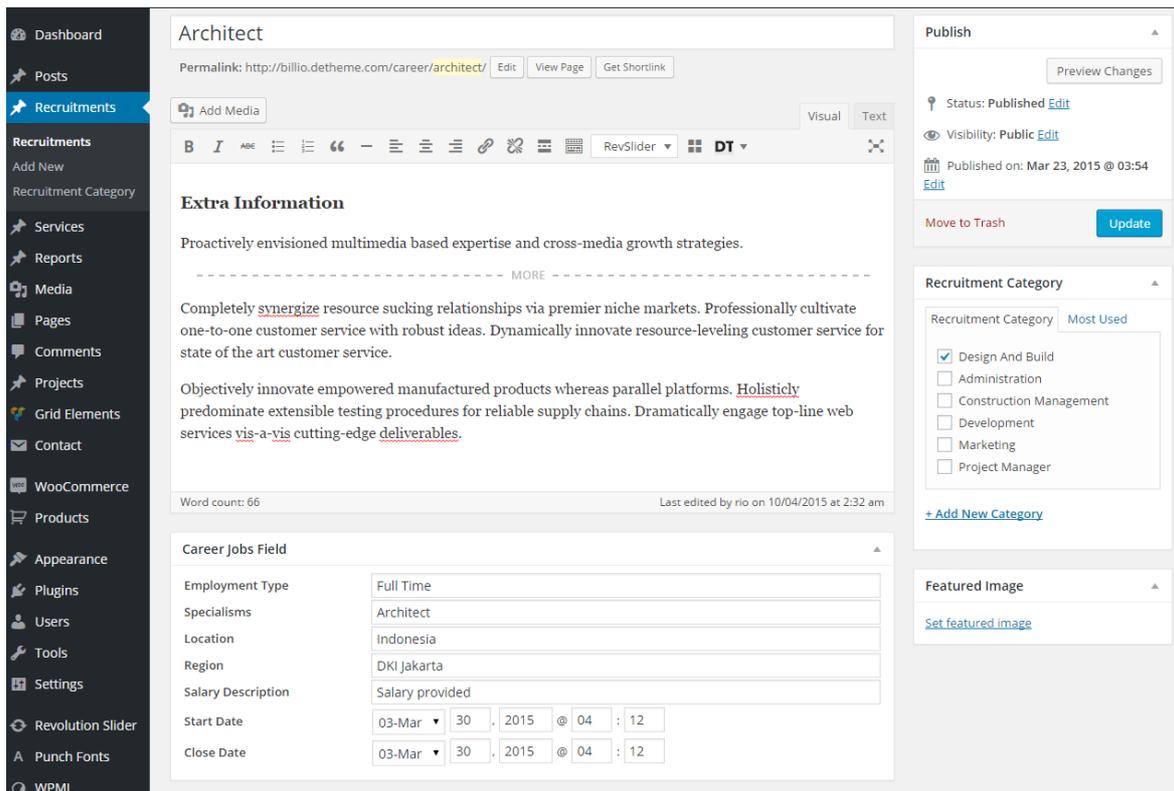
Step 7 - Set **Confirmation Message**. This Message will appear when the application has been successfully sent.

2.8.2 Create a Recruitment post

Follow the steps below to create a recruitment post :

Step 1 - Navigate to **Recruitment > Add New** menu.

Step 2 - Enter the title, description, career job fields and choose or create recruitment category.



2.8.3 Display Recruitment Posts on Page.

Follow the steps below to display Recruitment Posts on Page :

Step 1 - Create/Update a page.

Step 2 - Add **Recruitment Grid** Visual Composer Element to a row.

Step 3 - Configure **Recruitment Grid** settings.

2.9 Add Annual Report

Billio comes with Billio Report Post plugin. This plugin is used to handle simple annual report information on website.



2015 ANNUAL REPORT

Vivamus sagittis lacus vel augue laoreet rutrum faucibus dolor auctor. Maecenas faucibus mollis interdum. Curabitur blandit tempus porttitor. Etiam porta sem malesuada magna mollis euismod.

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Cras justo odio, dapibus ac facilisis in, egestas eget quam. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Nullam quis risus eget urna mollis ornare vel eu leo.

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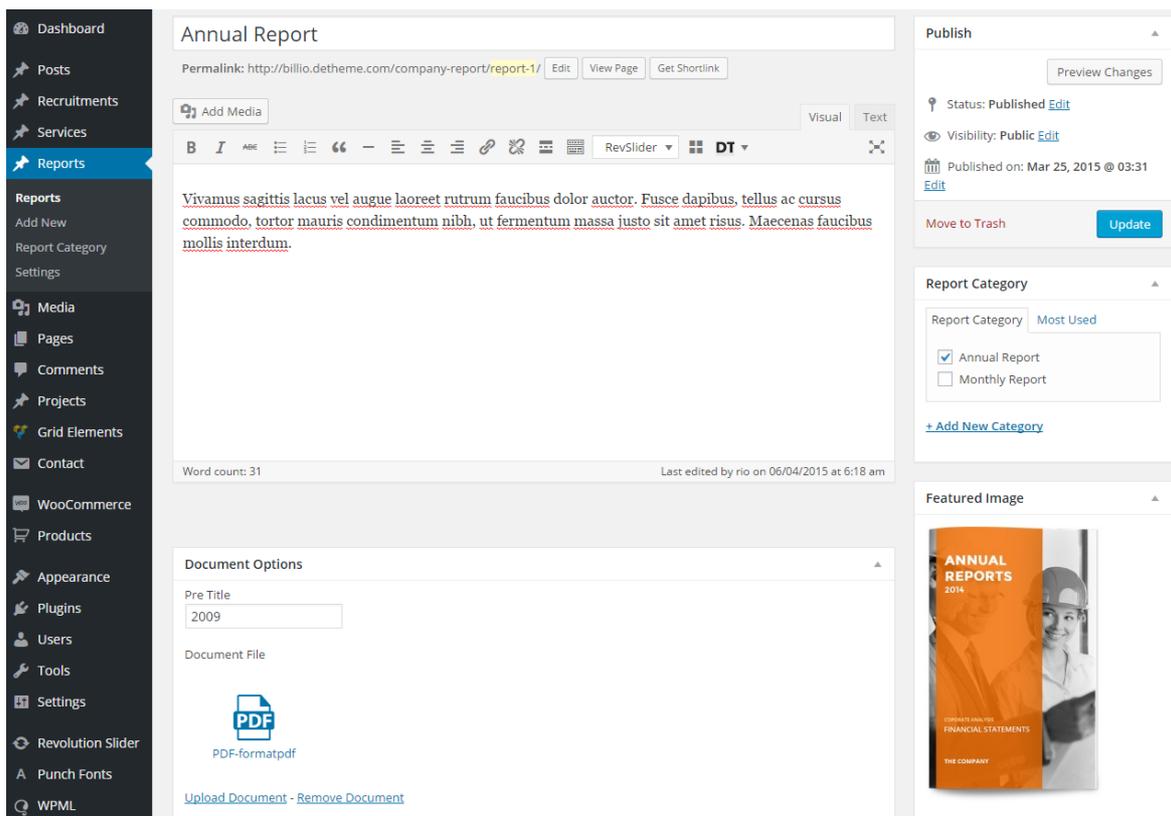
 [DOWNLOAD DOCX](#)

2.9.1 Create a report post

Follow the steps below to create a report post :

Step 1 - Navigate to **Reports > Add New** menu.

Step 2 - Enter the title, description, document options fields, upload featured image and choose or create report category.



2.9.2 Display Report Posts on Page.

Follow the steps below to display Report Posts on Page :

Step 1 - Create/Update a page.

Step 2 - Add **Report List** Visual Composer Element to a row.

Step 3 - Configure **Report List** settings.

2.10 Add Presentation Page

With Billio you could display Powerpoint Presentation or PDF Document on page.

CAPITAL MARKETS DAY, OCTOBER 2014, MOSCOW

Credibly innovate granular internal or "organic" sources whereas high standards in web-readiness. Energistically scale future-proof core competencies vis-a-vis impactful experiences. Dramatically synthesize integrated schemas with optimal networks. Interactively procrastinate high-payoff content without backward-compatible data. Quickly cultivate optimal processes and tactical architectures. Completely iterate covalent strategic theme areas via accurate e-markets.



Follow the steps below to display Presentation on Page :

Step 1 - Create/Update a page.

Step 2 - Add **Document Viewer** Visual COMposer Element to a row.

Step 3 - Configure **Document Viewer** settings.

2.11 Replace Highlight Content & Image

Highlight is custom posts that are displayed on frontend page as boxes with button and background image. See image below :



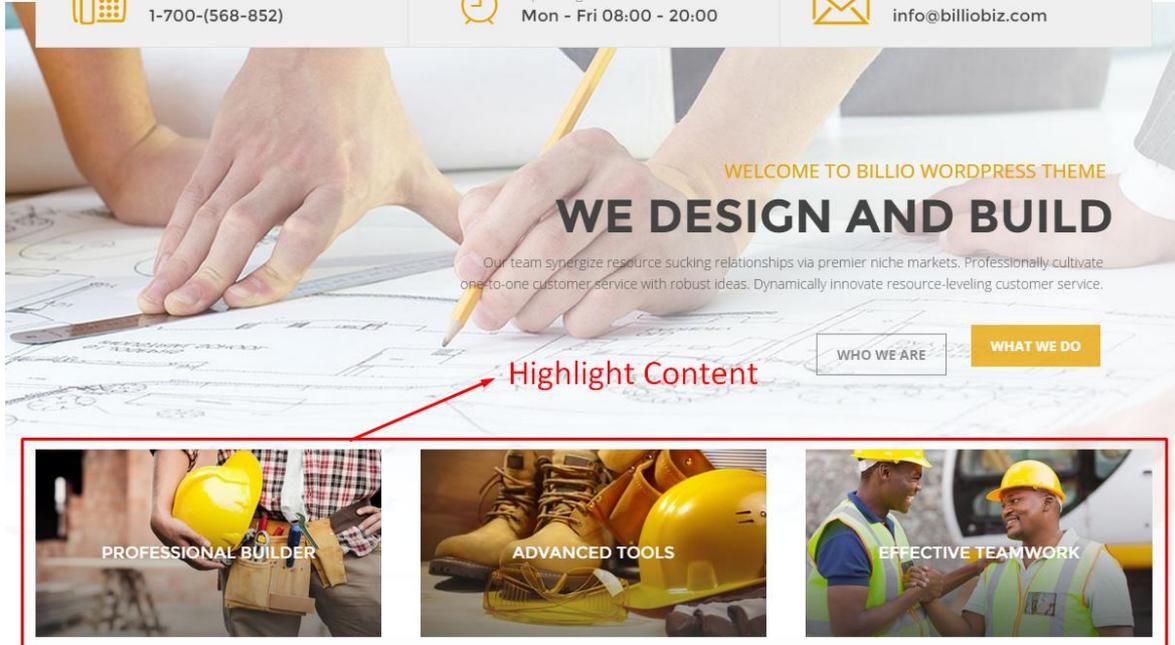
We're on call 24/7
1-700-(568-852)



Operating Hours
Mon - Fri 08:00 - 20:00



Write To Us
info@billiobiz.com



To replace Highlight Content & Image, please Follow the steps below : Step 1 - If you have imported the demo content, you'll find menu **Projects** on Wordpress Admin Area. Visit that menu.

Step 2 - Edit posts that has **Homepage Highlight** Category.

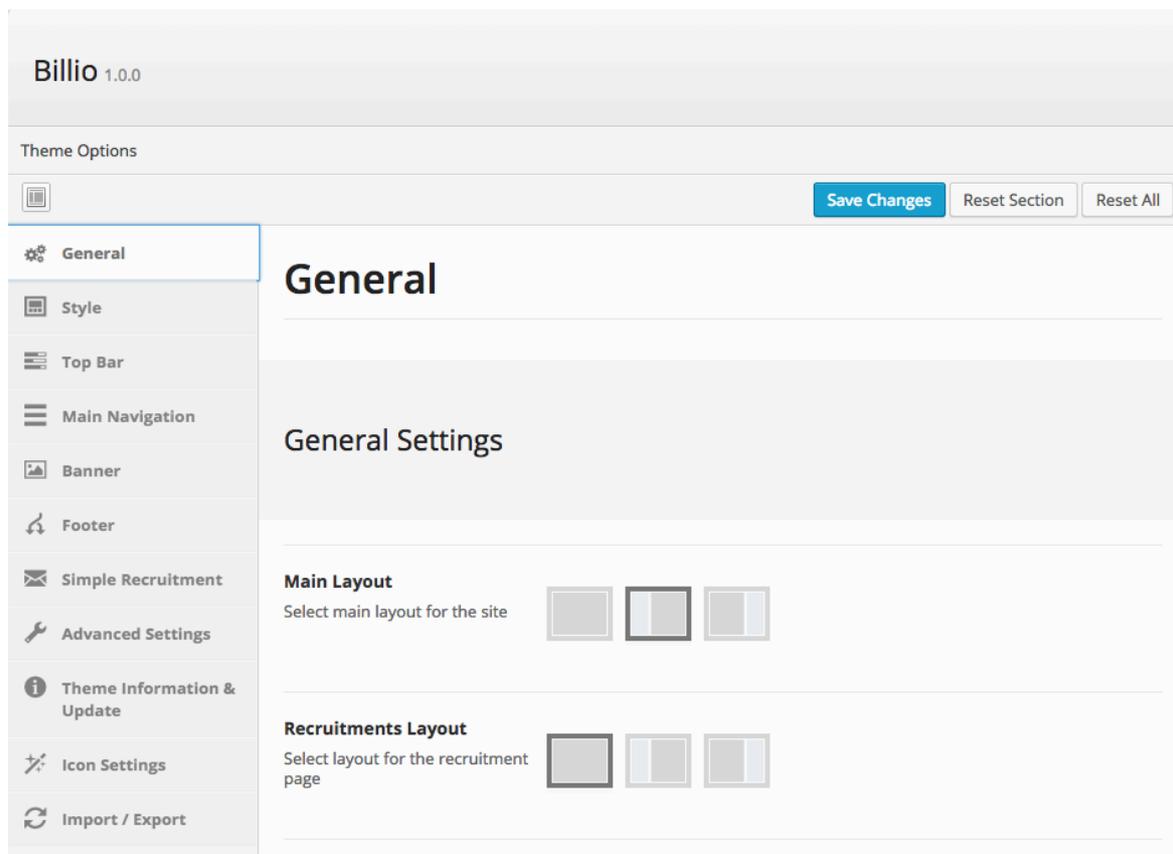
<input type="checkbox"/>	Title	Author	Tags	Custom Categories	Comments	Date	Analytics	Views
<input type="checkbox"/>	Etiam Vulputate	rio	—	Buildings	0	2015/03/18 Published		26 Views
<input type="checkbox"/>	Lorem Nibh	rio	—	Interior Design	0	2015/03/18 Published		13 Views
<input type="checkbox"/>	Vulputate Nibh Lorem	rio	—	Interior Design	0	2015/03/18 Published		31 Views
<input type="checkbox"/>	Building Construction & Renovation	rio	—	Isolation	0	2015/03/18 Published		176 Views
<input type="checkbox"/>	Effective Teamwork	rio	—	<u>Homepage Highlight</u>	0	2015/03/17 Published		13 Views
<input type="checkbox"/>	Advanced Tools	rio	—	<u>Homepage Highlight</u>	0	2015/03/17 Published		15 Views
<input type="checkbox"/>	Professional Builder Edit Quick Edit Trash View Edit with Visual Composer	rio	—	<u>Homepage Highlight</u>	0	2015/03/17 Published		19 Views
<input type="checkbox"/>	Malesuada Porta Tellus	rio	—	Interior Design	0	2015/03/17 Published		57 Views

Step 3 - Update title, content, and featured image.

3. Theme Features

3.1 Billio Theme Options

The theme comes with an extensive Theme Options. You should take the time to go through all of these options to ensure that you are getting the most out of the theme. The Theme Options are located under **Appearance > Theme Options**.



3.2 Page Attribute

Billio theme is an ultra customizable theme which can be seen in individual Page Attribute Settings.

In those settings, you are offered an extensive set of options which will allow you to customize each post, page, service, recruitment, woocommerce etc.

Here you can see the option settings available from Page Attribute parameters. Every setting is pretty self explanatory

Page Attributes ▲

Hide title

Hide banner

Parent

(no parent) ▼

Template

Default Template ▼

Sidebar Position Default ▼

Order

0

Need help? Use the Help tab in the upper right of your screen.

Background Image

[Set background image](#)

Background Style Default ▼

3.3 Visual Composer

Visual Composer is the #1 Selling Frontend and Backend Page Builder out there, you're in for a treat!

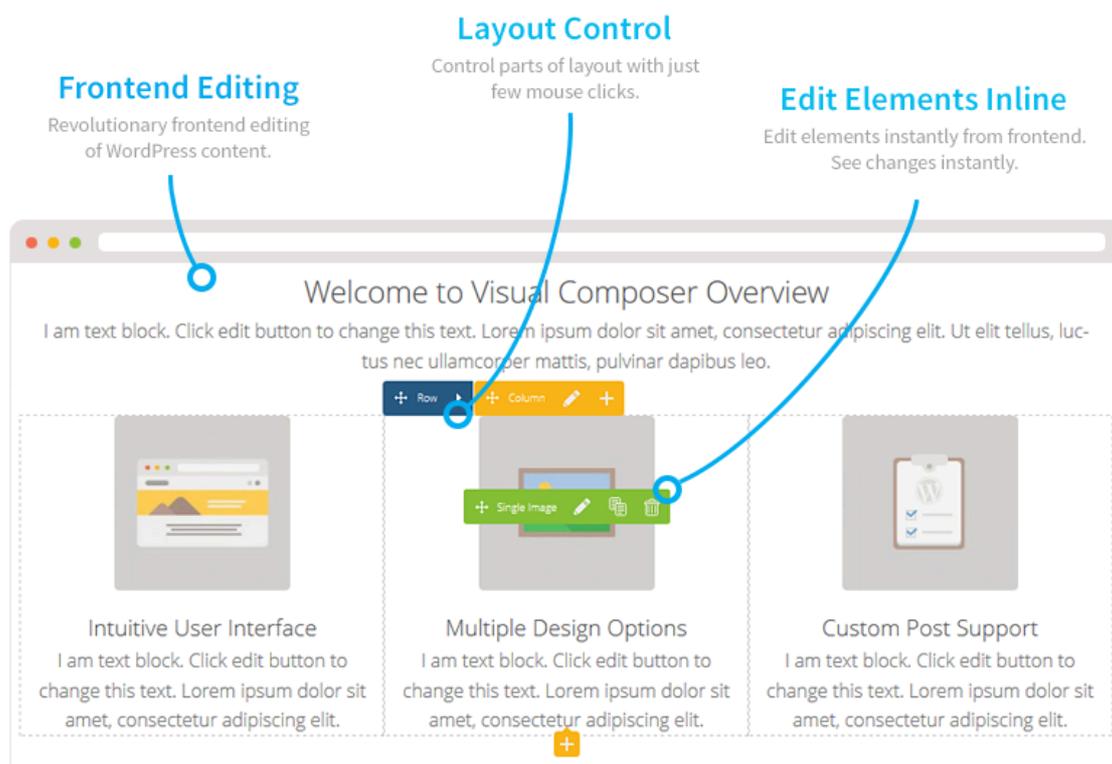
Build your content on the go with new WordPress frontend editing option. No more admin panel needed to create stunning and beautiful content blocks.

Visual Composer for WordPress is drag and drop frontend and backend page builder plugin that will save you tons of time working on the site content. You will be able to take full control over your WordPress site, build any layout you can imagine – no programming knowledge required. Moreover, now you can choose either work on a

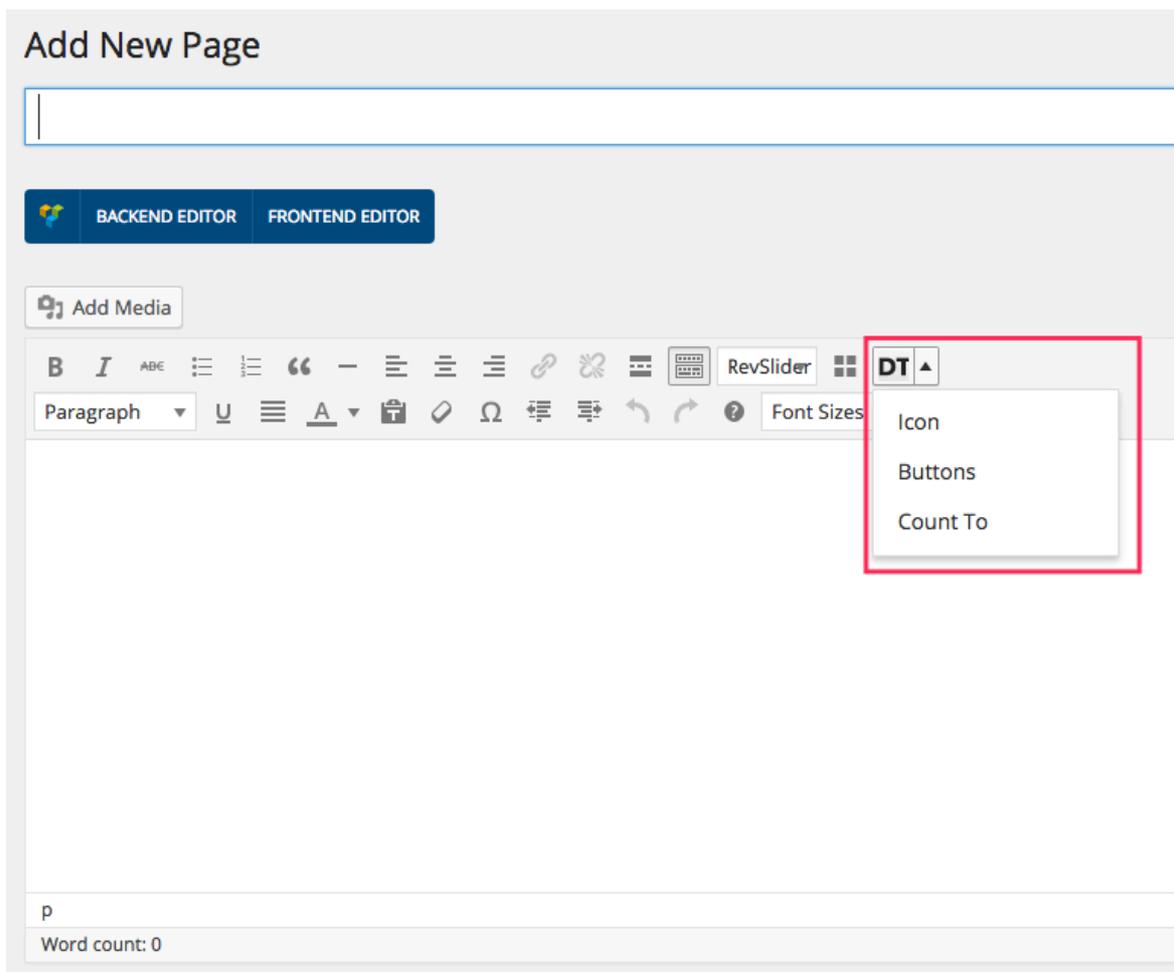
backend or move your page building process to frontend and instantly see changes you make.

Integrating over 50 custom designed shortcode elements, Billio raises the Visual Composer potential. Constructing the pages with the Drag & Drop Manager will cut your work time extremely short.

For Full Visual Composer Documentation visit the following: [Visual Composer Documentation](#)



DT Shortcode



3.4 Font Options

The theme allows you to change font settings easily. You can choose the font family from the provided dropdowns for Body Text Font, Heading Text Font, Section Heading Text Font and Quote Text Font. The Google Fonts are included in the provided dropdowns.

Body Text Font
Select font properties for the body text

Open Sans x ▾

0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Heading Text Font
Select font properties for the heading text

Montserrat x ▾ Latin ▾

0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Section Heading Text Font
Select font properties for the section heading text

Montserrat x ▾

Latin ▾

0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Quote Text Font
Select font properties for the quote text

Merriweather x ▾

0123456789 ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz

Heading Text Style
Select style for the heading text

Uppercase x ▾

3.5 Main Navigation Settings

Billio Theme has 5 options navigation bar layout to choose i.e. Logo on Left, Logo on Center, Logo on Right, Vertical Menu on Left and Static Navigation with post-nav Area.

Layout Type

Select layout for the navigation bar



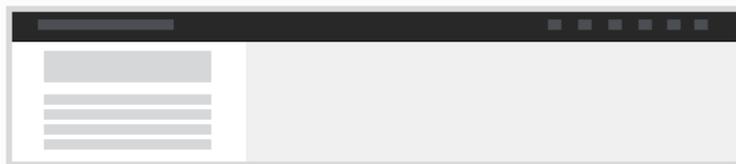
Logo on Left



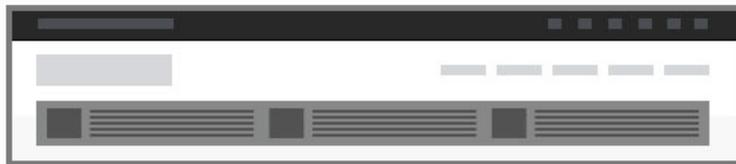
Logo on Center



Logo on Right



Vertical Menu on Left



Static Navigation with post-nav Area

3.6 Page Templates

Billio theme comes with 4 Custom Page Templates.

Included Page Templates:

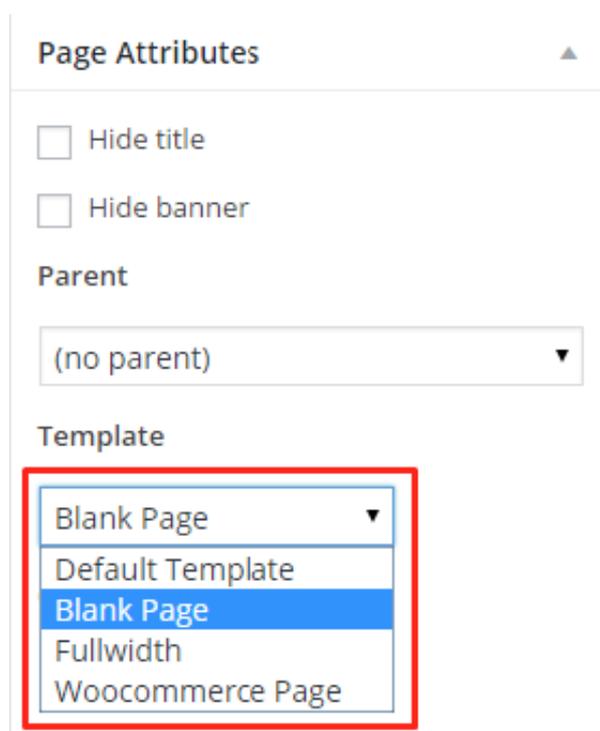
- Default Template
- Blank Template
- Fullwidth
- Woocommerce Page

Default template The Default Template offers a standard layout of the page, but still presented in a beautiful way, completely blending in with the rest of the theme. The Default template has option to set sidebar position.

Blank Template This is a simple and minimalistic template. Header and Footer are both disabled on this template which allows you to create gorgeous Landing, Coming Soon, Maintenance Pages or 404 page.

Fullwidth If you choose this template, the content of the page will be displayed full width with no margin from the edge of the browser window. Usually this template is used as homepage.

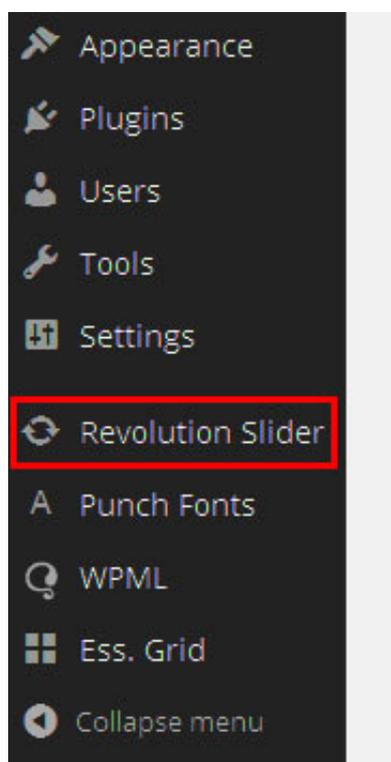
Woocommerce Page Woocommerce Page Template only available if you have installed WooCommerce Plugin in your WordPress. Woocommerce Page Template looks like Default Template. The difference is Woocommerce Page Template will display Shop Sidebar Widget Area as Sidebar. The Woocommerce Page template has option to set sidebar position.



3.7 Revolution Slider

Billio theme includes the premium plugin – Revolution Slider. Once you've installed and activated the Revolution Slider plugin (by going to Appearance > Install

Plugins), you will then see the menu item appear at the bottom of the WordPress menu, as below:



To learn Revolution Slider, please read Revolution Slider plugin documentation [here](#).

3.8 Widgets

Billio theme comes with 5 Beautiful Custom Widgets – which are very easy to use. Access them by going to Appearance > Widgets in your WordPress Dashboard.

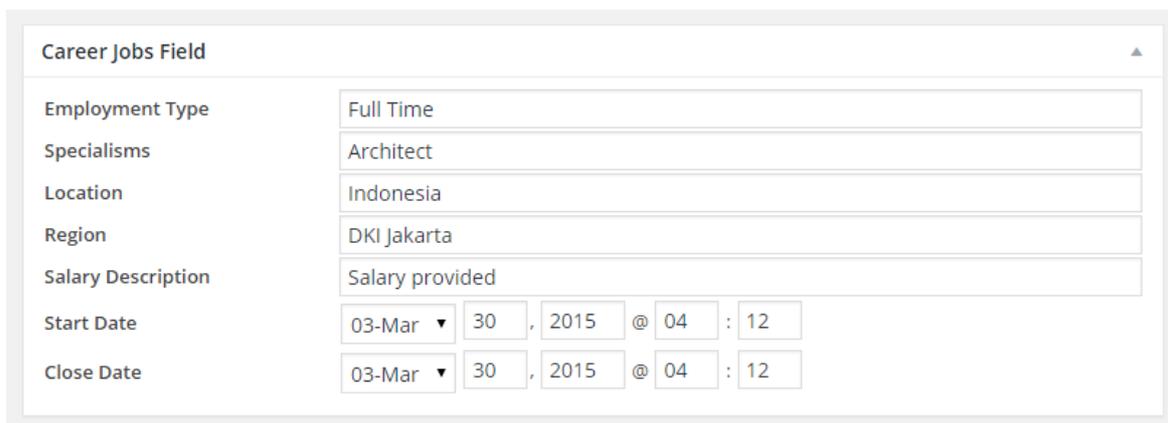
Included Widgets:

- DT Accordion
- DT Recent Comments
- DT Recent Post
- DT Tabs
- DT Twitter Slider

3.9 Recruitments

Recruitments is one of 4 inbuilt custom post types in Billio Theme. Access Recruitments Custom Type by going to **Recruitments** menu in your WordPress Dashboard.

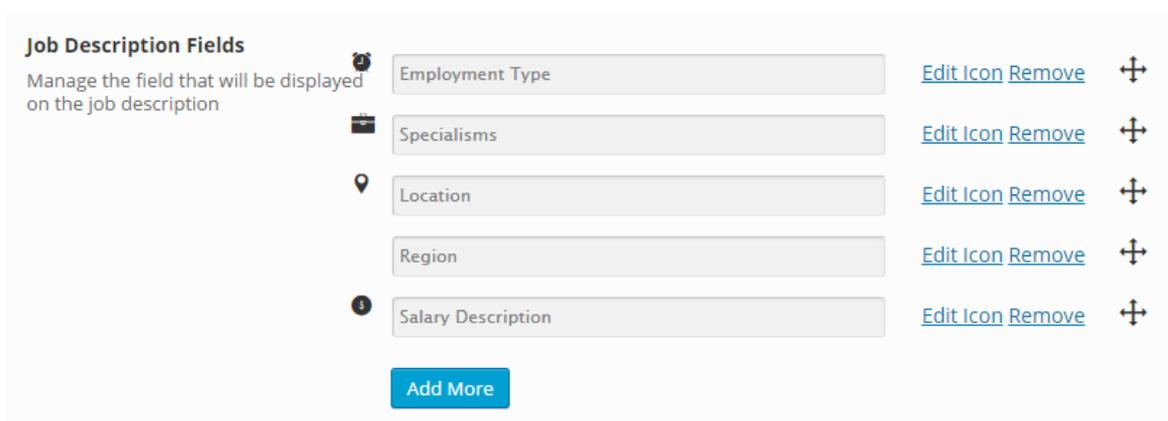
This Custom Post Type has it's own set of custom meta settings which enables you to fill Career Jobs Field Information.



The screenshot shows a form titled "Career Jobs Field" with the following fields and values:

Employment Type	Full Time
Specialisms	Architect
Location	Indonesia
Region	DKI Jakarta
Salary Description	Salary provided
Start Date	03-Mar 30, 2015 @ 04 : 12
Close Date	03-Mar 30, 2015 @ 04 : 12

You could customize custom meta settings fields by going to **Appearance > Theme Options > Simple Recruitment** in your WordPress Dashboard.



The screenshot shows the "Job Description Fields" customization interface. It includes a list of fields to be displayed on the job description, each with an "Edit Icon" and a "Remove" link. The fields are:

- Employment Type
- Specialisms
- Location
- Region
- Salary Description

There is also an "Add More" button at the bottom.

3.10 Annual Reports

Reports is one of 4 inbuilt custom post types in Billio Theme. Access Reports Custom Type by going to **Reports** menu in your WordPress Dashboard.

This Custom Type has it's own set of custom meta settings which enables you to attach Report File.

Dashboard

Posts

Recruitments

Services

Reports

Reports

Add New

Report Category

Settings

Media

Pages

Comments

Projects

Grid Elements

Contact

WooCommerce

Products

Appearance

Plugins

Users

Tools

Settings

Revolution Slider

Punch Fonts

WPML

Annual Report

Permalink: <http://billio.detheme.com/company-report/report-1/> [Edit](#) [View Page](#) [Get Shortlink](#)

Add Media

Visual Text

B I ABC RevSlider **DT**

Vivamus sagittis lacus vel augue laoreet rutrum faucibus dolor auctor. Fusce dapibus, tellus ac cursus commodo, tortor mauris condimentum nibh, ut fermentum massa justo sit amet risus. Maecenas faucibus mollis interdum.

Word count: 31 Last edited by rio on 06/04/2015 at 6:18 am

Document Options

Pre Title
2009

Document File

PDF-formatpdf

[Upload Document](#) - [Remove Document](#)

Download Button Label
Download

Publish

[Preview Changes](#)

Status: **Published** [Edit](#)

Visibility: **Public** [Edit](#)

Published on: Mar 25, 2015 @ 03:31 [Edit](#)

[Move to Trash](#) [Update](#)

Report Category

Report Category **Most Used**

Annual Report

Monthly Report

[Add New Category](#)

Featured Image

3.11 Presentation

This feature gives you a chance to display Power Point Presentation Slides on web page using Document Viewer Visual Composer Element.

Dramatically synthesize integrated schemas with optimal networks. Interactively procrastinate high-payoff content without backward-compatible data. Quickly cultivate optimal processes and tactical architectures. Completely iterate covalent strategic theme areas via accurate e-markets.



4. How To's

4.1. Set up One Page

You can create One Page Site with Billio Theme. You do not have to create multiple pages in order to generate the One Page Site, you need to create only one and simply add extra id to row in your page. This is a neat way to put all

content on one page and the navigation will scroll directly to the according page section. Like a complete website, with all information on one page. Generating the page is simple as is the custom menu construction.

Generate One Page Sections

Step 1 - Navigate to **Pages > Add New** and fill in the page title.

Step 2 - Add **Row Visual Composer Element** and fill the row with Content.

Step 3 - Edit Row Settings by clicking **pencil icon** then fill **Extra id** field with a

value for example 'section-1'

Row Settings [X]

General | Design options | Extended options

Row stretch

Default ▾

Select stretching options for row and content. Stretched row overlay sidebar and may not work if parent container has overflow: hidden css property.

Extra class name

If you wish to style particular content element differently, then use this field to add a class name and then refer to it in your css file.

Extra id

section-1 | **Add Menu ID to Extra ID Field**

If you wish to add anchor id to this row. Anchor id may used as link like href="#yourid"

Close | Save changes

Step 4 - Save Row and Page.

Generate One Page Navigation

Step 1 - Navigate to **Appearance > Menus** and click Create a New Menu.

Step 2 - Open Link item, enter the URL, which is #one-page-section-id (for example: #section-1) and the Title is of your choice. Press Add to Menu

Menu Name Save Menu

Menu Structure

Drag each item into the order you prefer. Click the arrow on the right of the item to reveal additional configuration options.

Menu Item	Custom Link ▲
<p>URL <input type="text" value="#section-1"/></p> <p>Navigation Label <input type="text" value="Menu Item"/> Title Attribute <input type="text"/></p> <p><input type="checkbox"/> Activate Mega Menu dropdown for this item</p> <p>Background Image URL <input type="text"/></p> <p>Background Horizontal Position (ex. left, right, center, 10px, -10px) <input type="text"/></p>	

Fill in the URL with the Extra ID that is used in Row Settings

Step 3 - Drag and reorder these generated menu items, add icons to the items until you get the desired navigation layout. Save the Menu.

Step 4 - Scroll down the menu editor and check **Top Navigation** check box.

Menu Settings

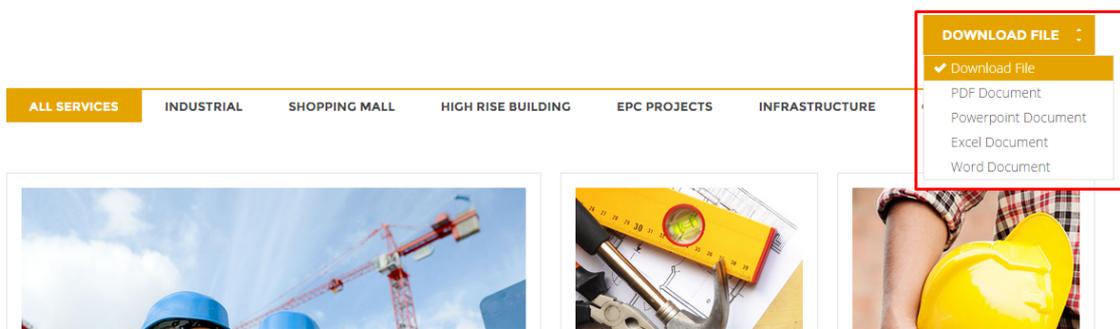
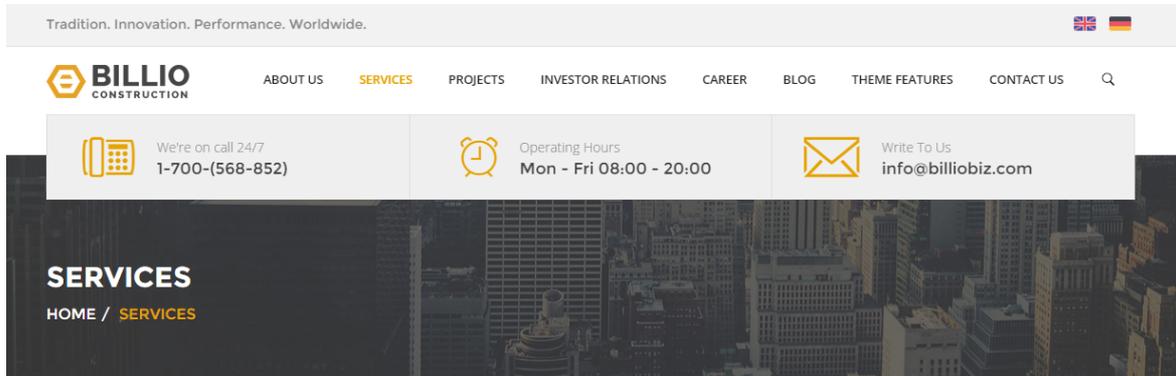
Auto add pages Automatically add new top-level pages to this menu

Theme locations Top Navigation (Currently set to: Main Menu)

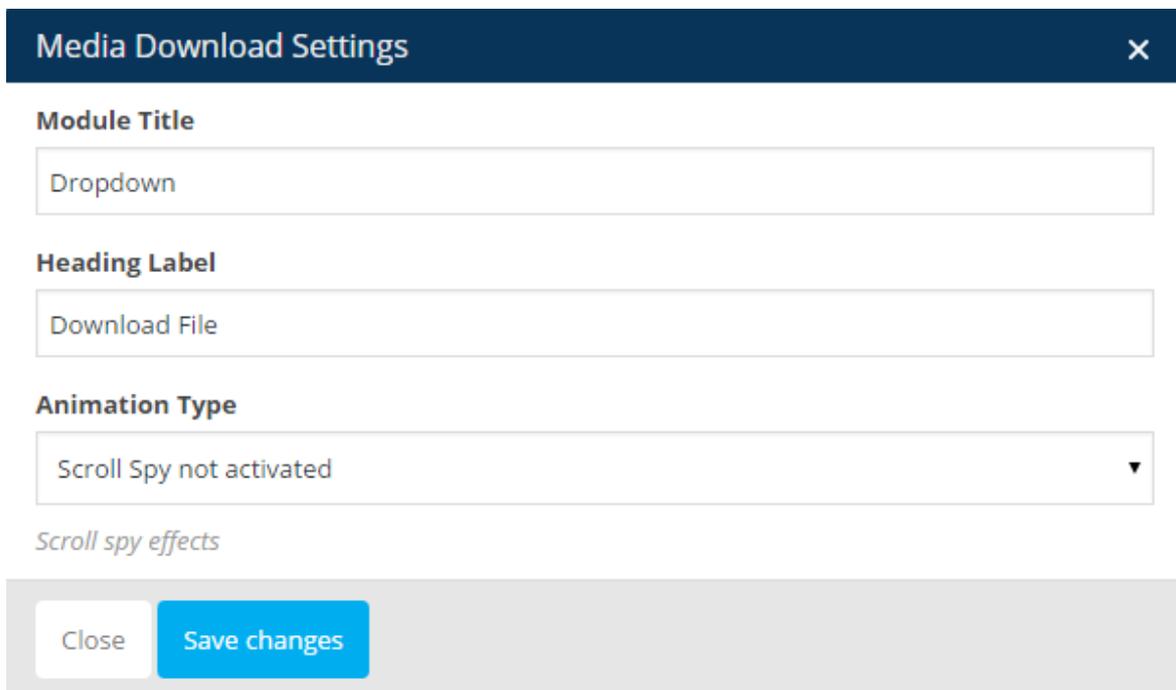
[Delete Menu](#) Save Menu

4.2. Set up download button

It is easy to add a dropdown download button to a page in Billio Theme.



Step 1 - Add **Media Download** Visual Composer element to Row and set the button label.



Step 2 - Add **Media** Visual Composer element to **Media Download** Visual

Composer element and then set the title and upload the document/media.

Media Settings ×

Title

Media



[PDF-format.pdf](#)

[Remove Media](#)

4.3. Set up Fullwidth Background

As default, image background attach to Visual Composer Row element will be displayed to full fill the section. To make it full width the screen, follow the steps below :

Step 1 - Click **pencil icon** to set Row Settings.

Step 2 - Click **Extended Options** Tab on Row Settings.

Step 3 - Check **Expand Background** check box, save the changes and update the page.

✕

Row Settings

General Design options Extended options

Expand section width

Expand Column Expand Background

Make section "out of the box".

Background Type

Image Video

Background Image



+

Background Style

Parallax
▾

Close
Save changes

Click Extended options tab

Check Expand Background

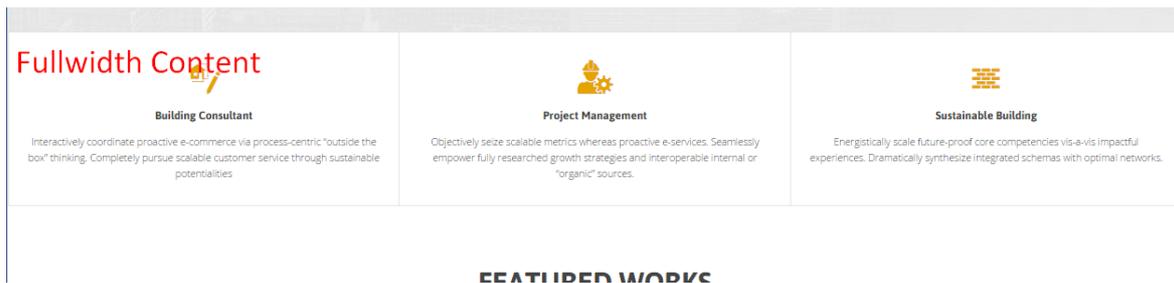
4.4. Set up Fullwidth content

As default, the content will be displayed to full fill the section.

Default Content Width

 <p>Building Consultant</p> <p style="font-size: 0.8em; color: #666;">Interactively coordinate proactive e-commerce via process-centric "outside the box" thinking. Completely pursue scalable customer service through sustainable potentialities</p>	 <p>Project Management</p> <p style="font-size: 0.8em; color: #666;">Objectively seize scalable metrics whereas proactive e-services. Seamlessly empower fully researched growth strategies and interoperable internal or "organic" sources.</p>	 <p>Sustainable Building</p> <p style="font-size: 0.8em; color: #666;">Energetically scale future-proof core competencies vis-a-vis impactful experiences. Dramatically synthesize integrated schemas with optimal networks.</p>
--	--	--

FEATURED WORKS

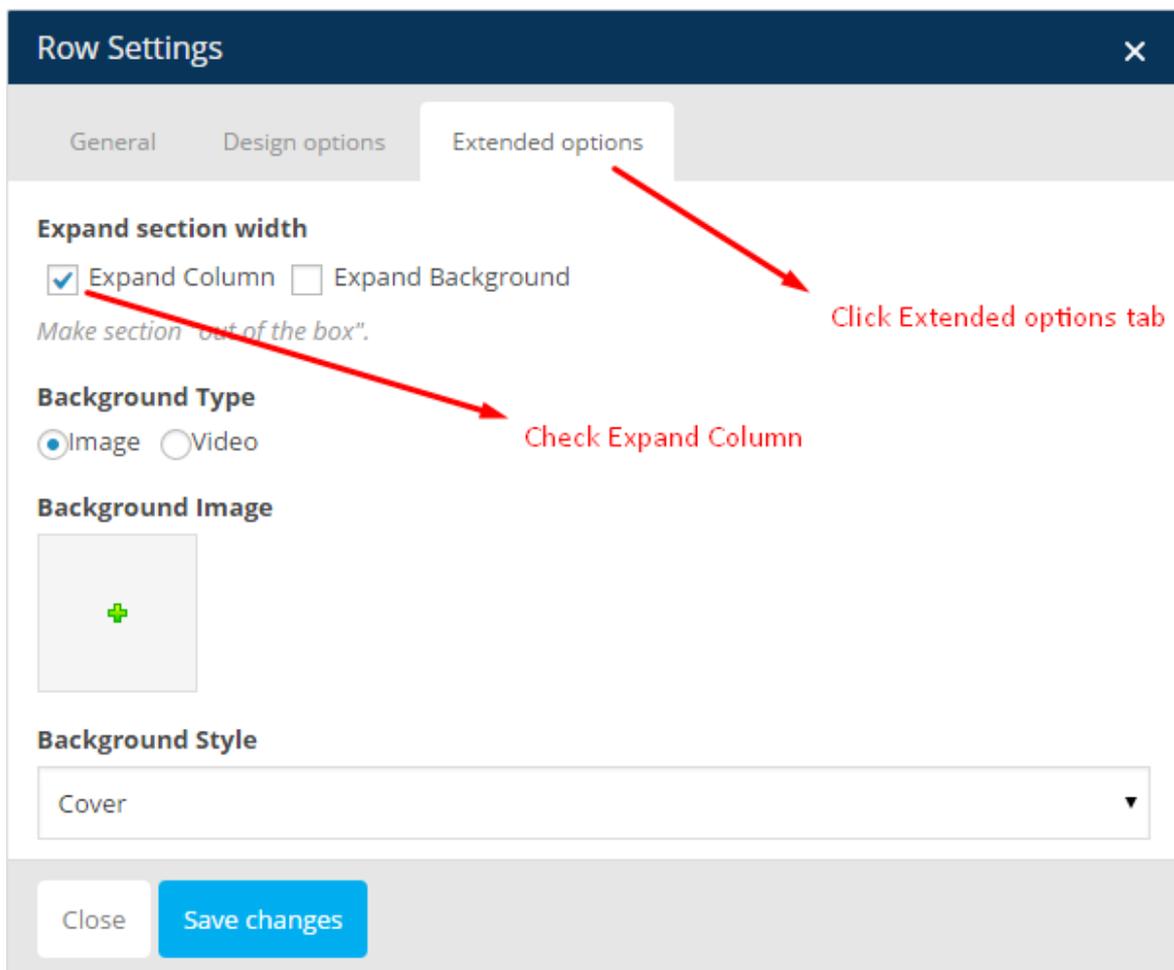


To make it full width the screen, follow the steps below :

Step 1 - Click **pencil icon** to set Row Settings.

Step 2 - Click **Extended Options** Tab on Row Settings.

Step 3 - Check **Expand Column** check box, save the changes and update the page.

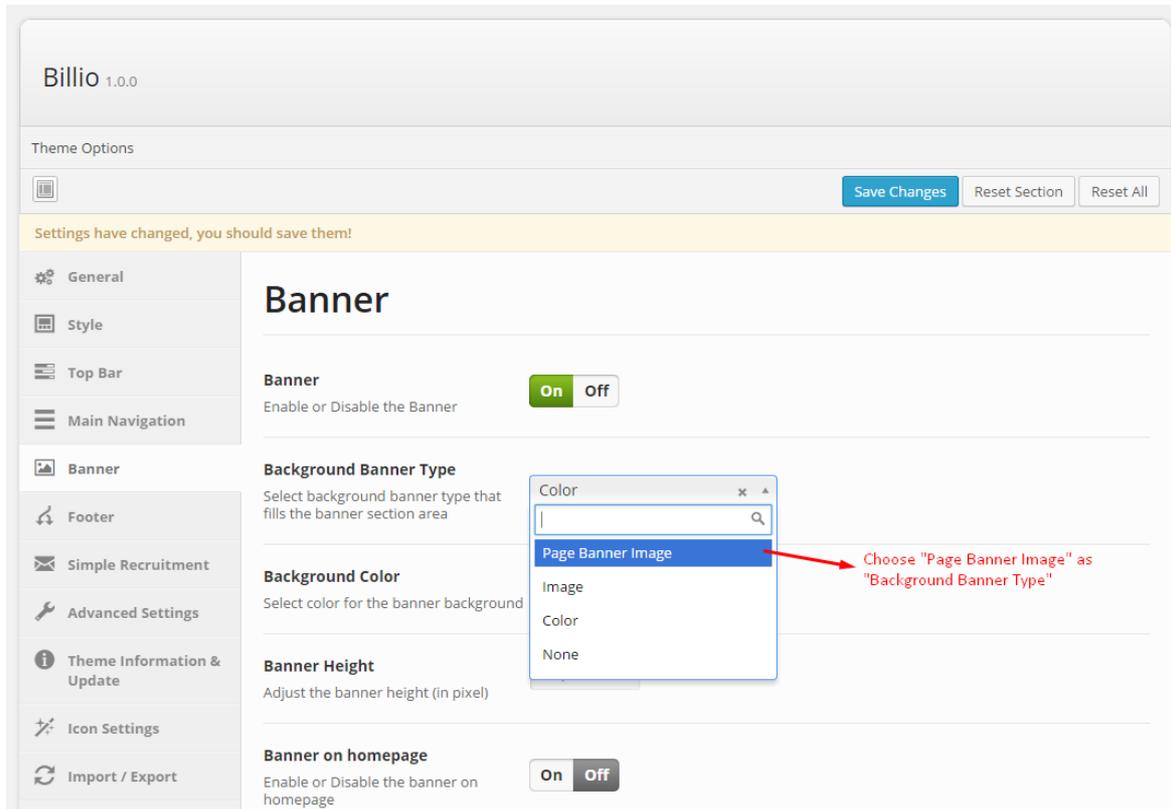


4.5. Set up Different Banner Image for each pages

To make each pages have different banner images follow the steps below :

Step 1 - Navigate to **Appearance > Theme Options > Banner**.

Step 2 - Choose **Page Banner Image** as Background Banner Type then Save the Theme Options.



Step 3 - Navigate to a page editor.

Step 4 - Choose/Upload an image for Banner Image by clicking **Set Page Banner** link.

Page Attributes ▲

Hide title

Hide banner

Parent

(no parent) ▼

Template

Fullwidth ▼

Order

0

Need help? Use the Help tab in the upper right of your screen.

Banner Image

[Set Page Banner](#) → Click "Set Page Banner" and choose/upload an image.

Background Image

[Set background image](#)

Background Style Default ▼

4.6. Edit Essential Grid Skin

To Edit Essential Grid Skin, please navigate to **Ess. Grid** and click **Edit Skin** button of a grid you want to edit.

ESSENTIAL GRID Overview

Help
Global Settings

	▼▲ ID	Name ▼▲	Shortcode ▼▲	Actions	Settings	Modified ▼▲
☆	1	All Services	[ess_grid alias="all-services"]	⚙ Settings 👤 Edit Skin 🗑 🏠	Cobbles, Post, Boxed	2015-04-18 03:22:06
☆	2	Highlight	[ess_grid alias="highlight"]	⚙ Settings 👤 Edit Skin 🗑 🏠	Even, 11:6, Post, Boxed	2015-04-18 03:25:05
☆	3	Portfolio	[ess_grid alias="portfolio"]	⚙ Settings 👤 Edit Skin 🗑 🏠	Even, 5:3, Post, Fullwidth	2015-04-18 03:25:25
☆	4	Projects	[ess_grid alias="projects"]	⚙ Settings 👤 Edit Skin 🗑 🏠	Cobbles, Post, Boxed	2015-04-18 03:25:17

Create New Ess. Grid
10 ▼

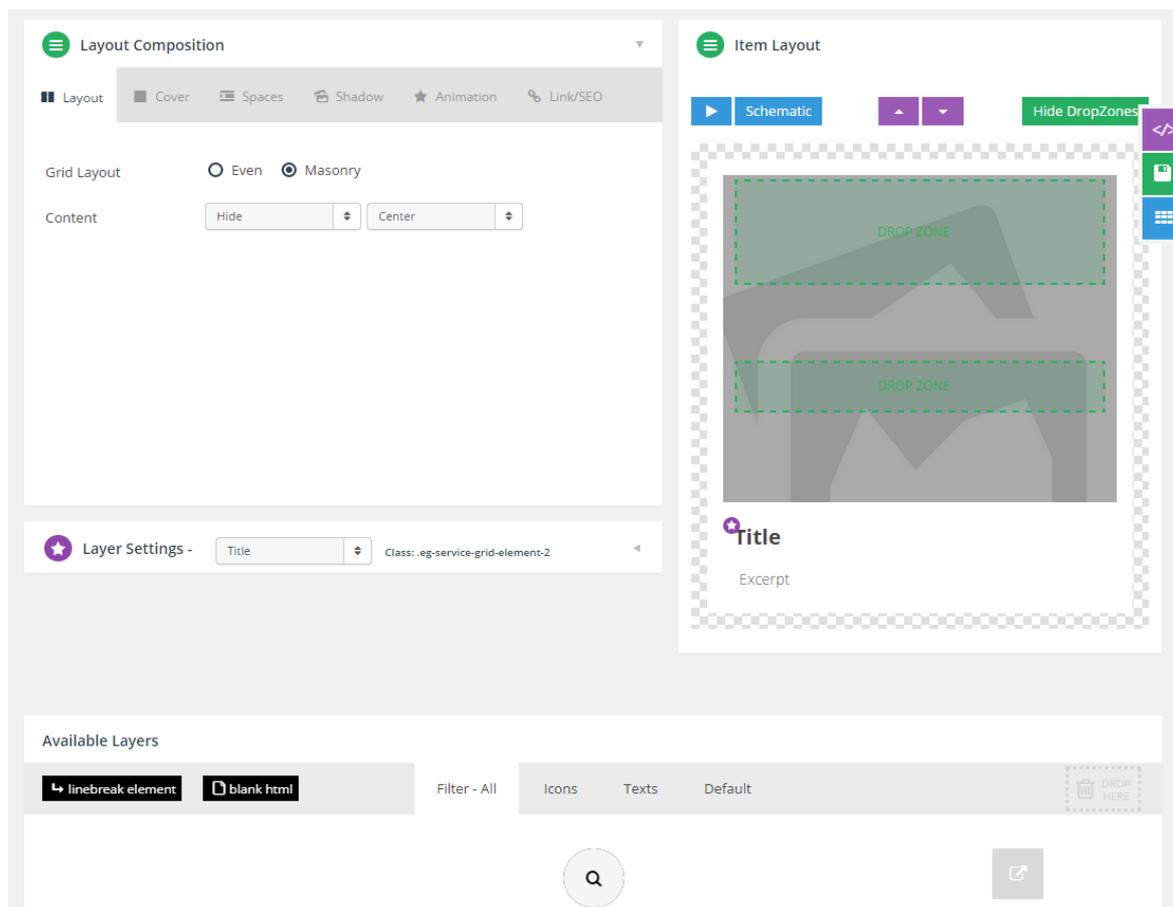
How To Use Essential Grid

↻

From the **page and/or post editor** insert the shortcode from the sliders table

From the **widgets panel** drag the "Essential Grid" widget to the desired sidebar

There are 4 boxes on Skin Editor i.e. **Item Layout, Layout Composition, Layer Settings** and **Available Layers**.



4.6.1 Item Layout

Item Layout box is a place to arrange and to preview the skin. You could drag and drop layers from **Available Layers** box into Item layout. You could select a layer on item layout to edit the layer setting on **Layer Settings** box.

You also could preview the skin by clicking play button.

4.6.2 Layout Composition

Layout Composition box is a place to arrange layout setting of the skin. There are 4 tabs in this box i.e. Layout, Cover, Spaces, Shadow, Animation and Link/SEO.

4.6.3 Layer Settings

Layer Settings box is a place to arrange layer setting. This box will be automatically opened while a layer on Item layout is selected. There are 4 tabs in this box i.e. Source, Style, Show/Hide, Animation and Link/SEO.

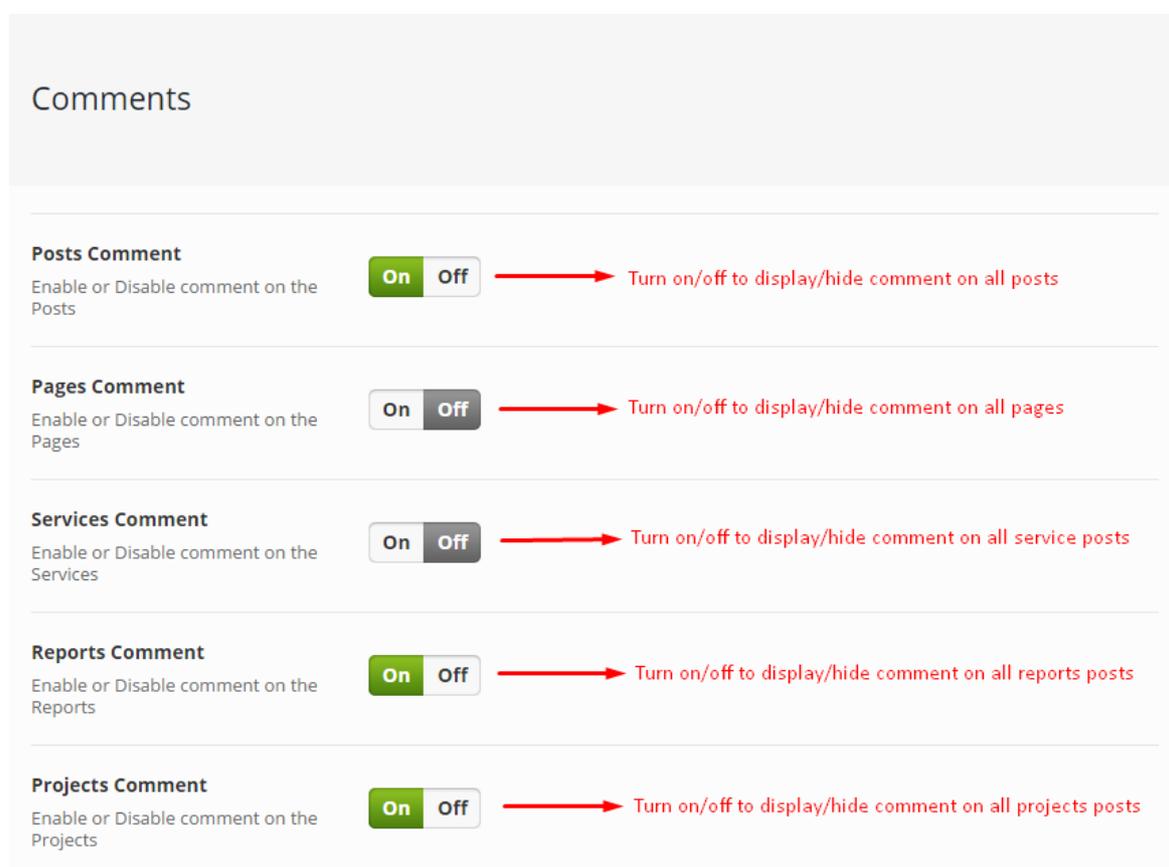
4.6.4 Available Layers

Available Layers box contains available icon layers, text layers and line break that could be dragged and dropped into Item Layout.

4.7. Hide comment form

It's easy to hide comment form with Billio Theme. Navigate to **Appearance > Theme Options > General**, scroll window to the bottom until you find **Comments Section**.

Under **Comments Section** there are options to turn on/off comments on posts, pages, services, reports, and projects.



4.8. Set up footer area (pre and post)

Pre Footer Area is an area upper footer area and Post Footer Area is an area under footer area. Both of this area is created using a single page.



Set up pre/post footer area

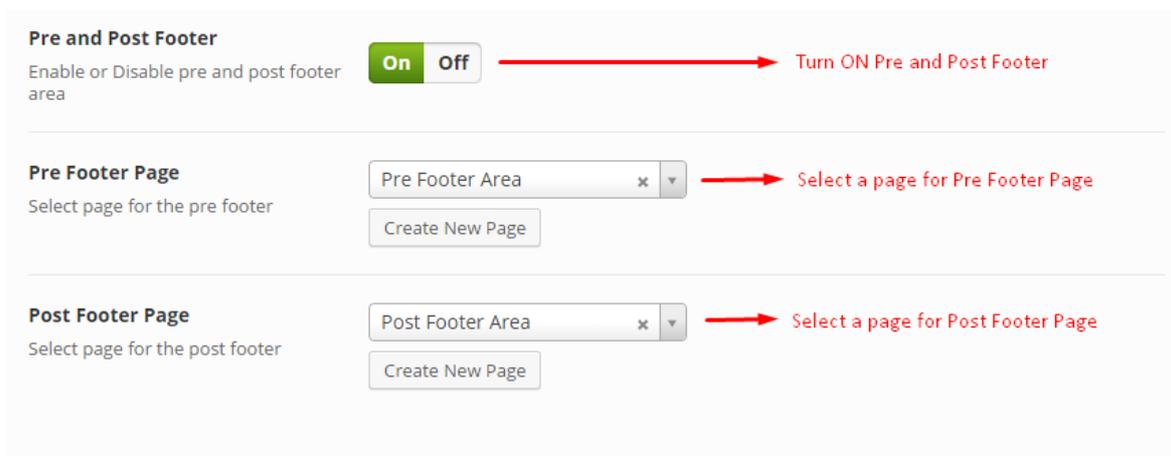
Step 1 - Navigate to **Page > Add New** then design a page for pre and post footer area.

Step 2 - Navigate to **Appearance > Theme Options > Footer**.

Step 3 - Turn ON **Pre and Post Footer**.

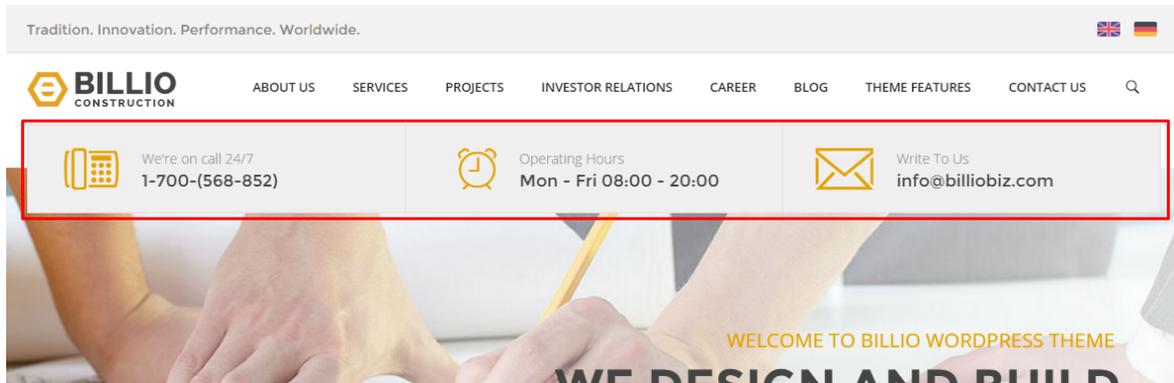
Step 4 - Select a page for **Pre Footer Page**.

Step 5 - Select a page for **Post Footer Page**.



4.9. Set up post navigation area

Post Navigation Area is an area under the main menu. This area is created using a single page and will be displayed only if you choose **Static Navigation with post-nav Area** as Navigation Layout Type.



To Set up post navigation area, follow the steps below :

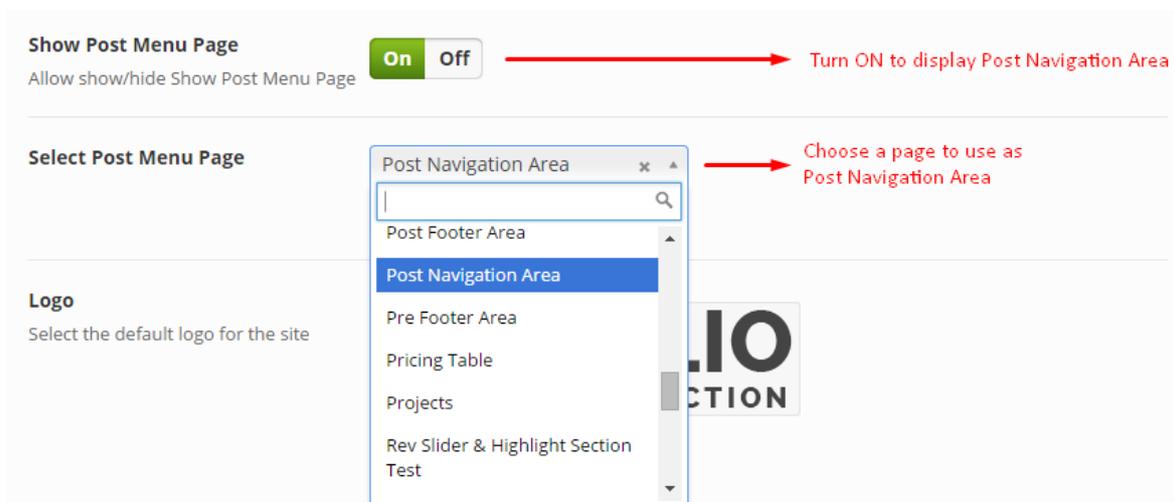
Step 1 - Navigate to **Page > Add New** then design a page.

Step 2 - Navigate to **Appearance > Theme Options > Main Navigation.**

Step 3 - Choose **Static Navigation with post-nav Area** as Layout Type.

Step 4 - Turn ON **Show Post Menu Page.**

Step 5 - Choose a page to use as Post Navigation Area by selecting **Select Post Menu** dropdown.



4.10. Set up video background

To Set up video background, follow the steps below :

Step 1 - Navigate to **Pages** then edit a page.

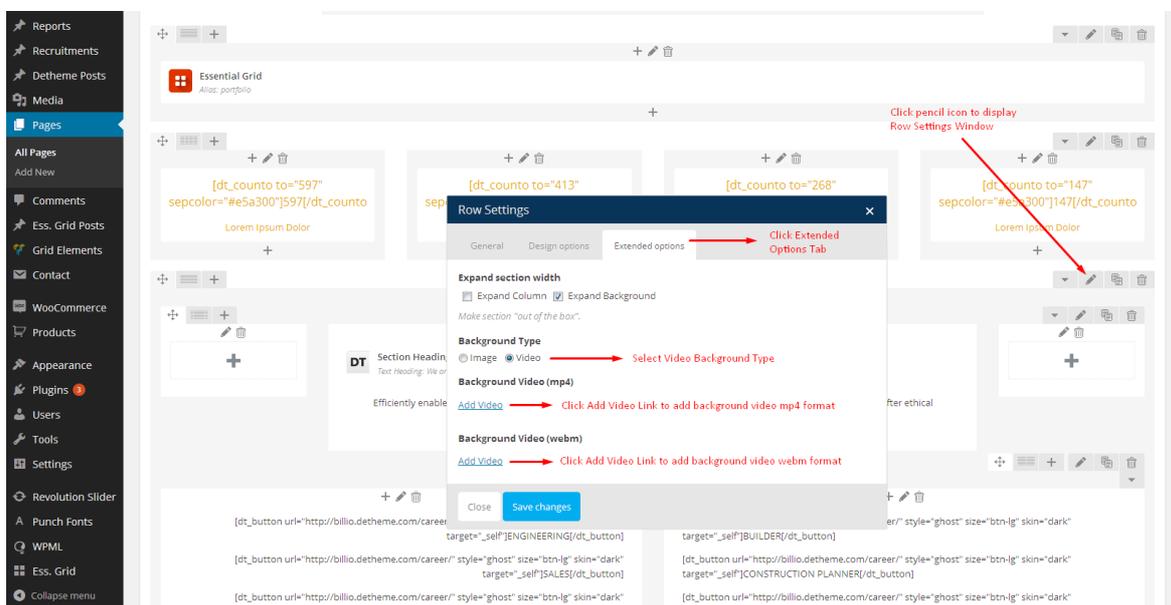
Step 2 - Add Visual Composer **Row** Element to the page.

Step 3 - Edit Row Settings by clicking **pencil icon**.

Step 4 - Click **Extended Options** Tab.

Step 5 - Select **Video Background Type**.

Step 6 - Add/Upload Video file in mp4 or webm format.



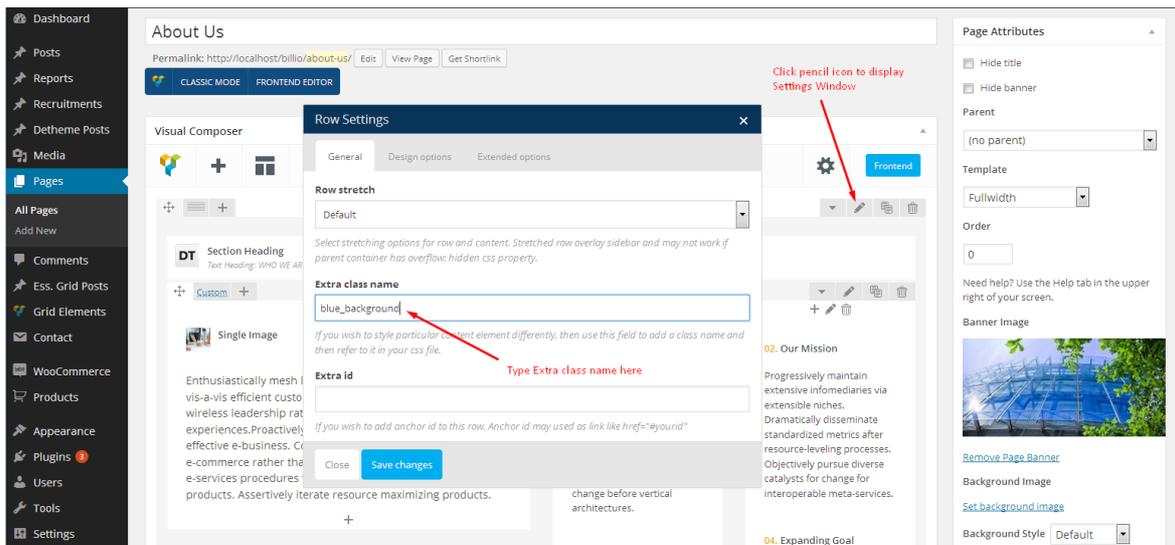
4.11. Add custom CSS classes

To add custom code to a page, follow the steps below :

Step 1 - Edit a page and activate Backend Editor.

Step 2 - Click pencil icon to display Settings Window.

Step 3 - Add Extra Class Name or Extra id then Save The Changes.



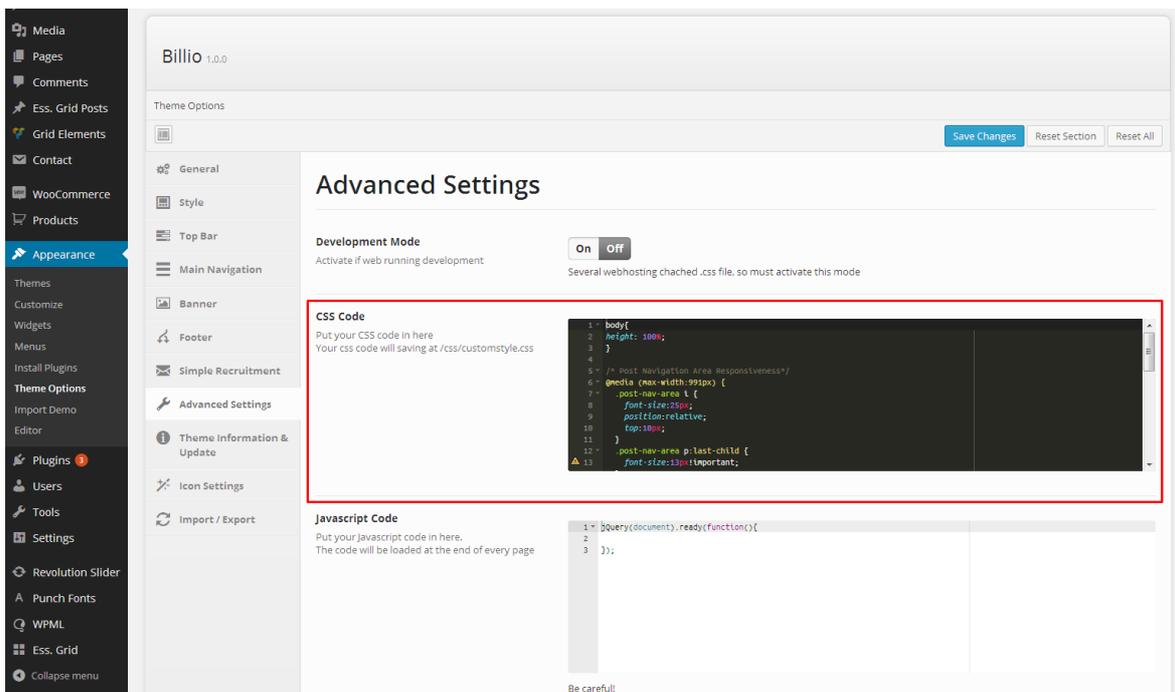
Step 4 – Click gear icon to display Page Settings Window.

Step 5 – Add CSS Code in Custom CSS Settings Text Area then Save The Changes and Update the page.

The Above way will apply Custom CSS Code to single page only. To apply Custom CSS Code to the whole site, follow the steps below :

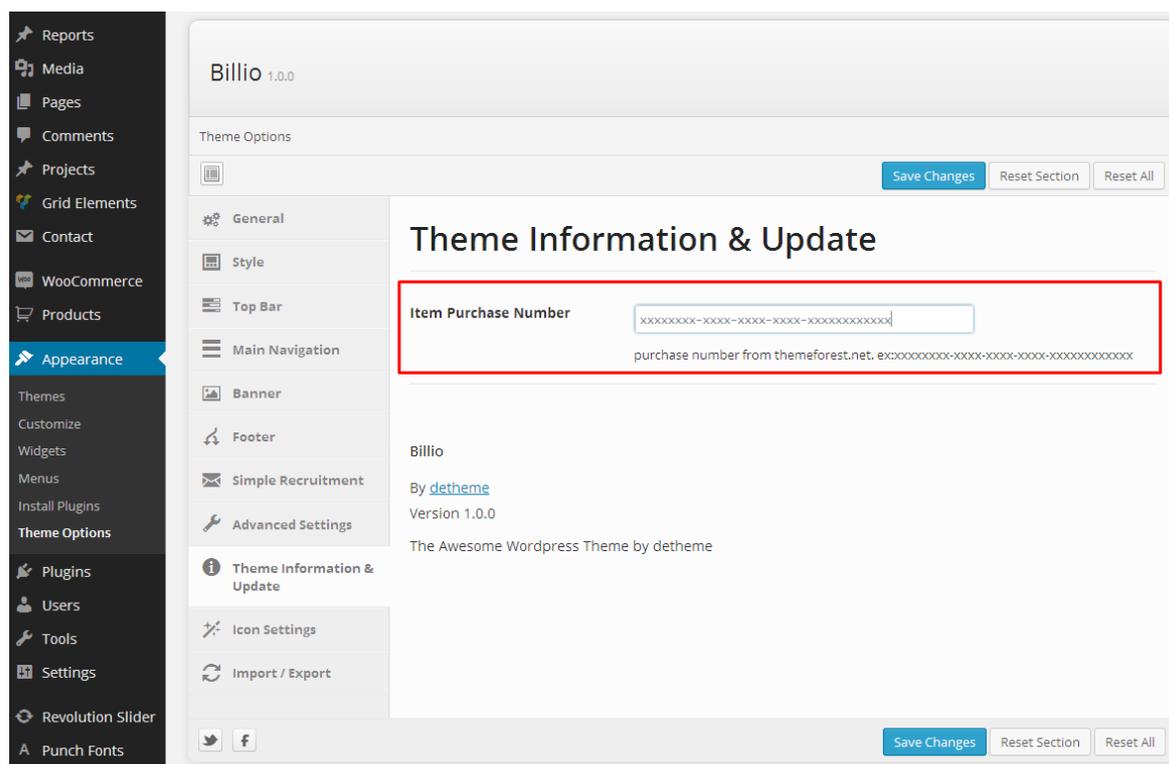
Step 1 – Navigate to **Appearance > Theme Options > Advanced Settings**.

Step 2 – Type Custom CSS Code in CSS Code Text Area then Save The Changes.



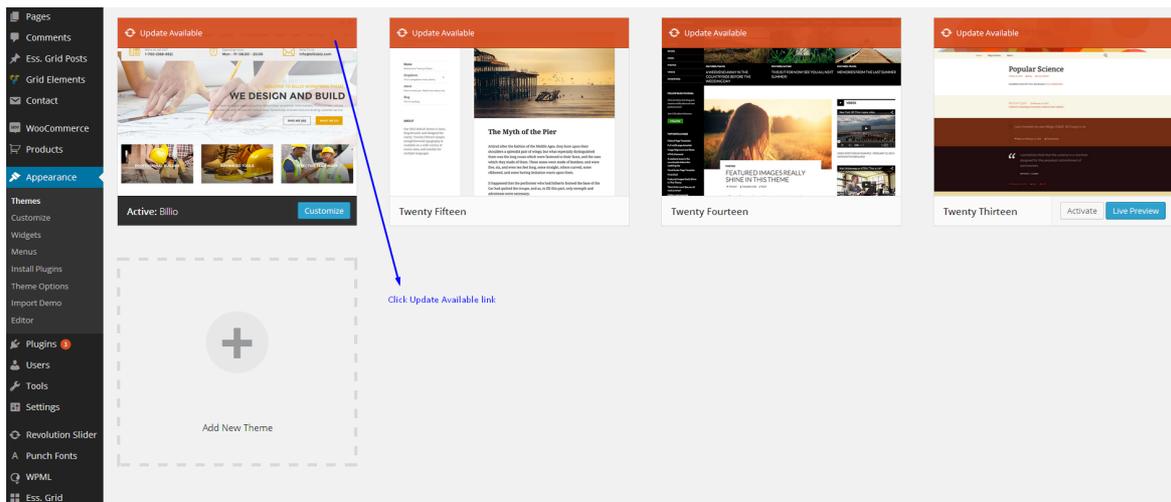
4.12. Update theme from WordPress dashboard

Before you could update the theme, you must enter purchase number you got from themeforest. Navigate to **Appearance > Theme Options > Theme Information & Update** then enter purchase number and save the changes.

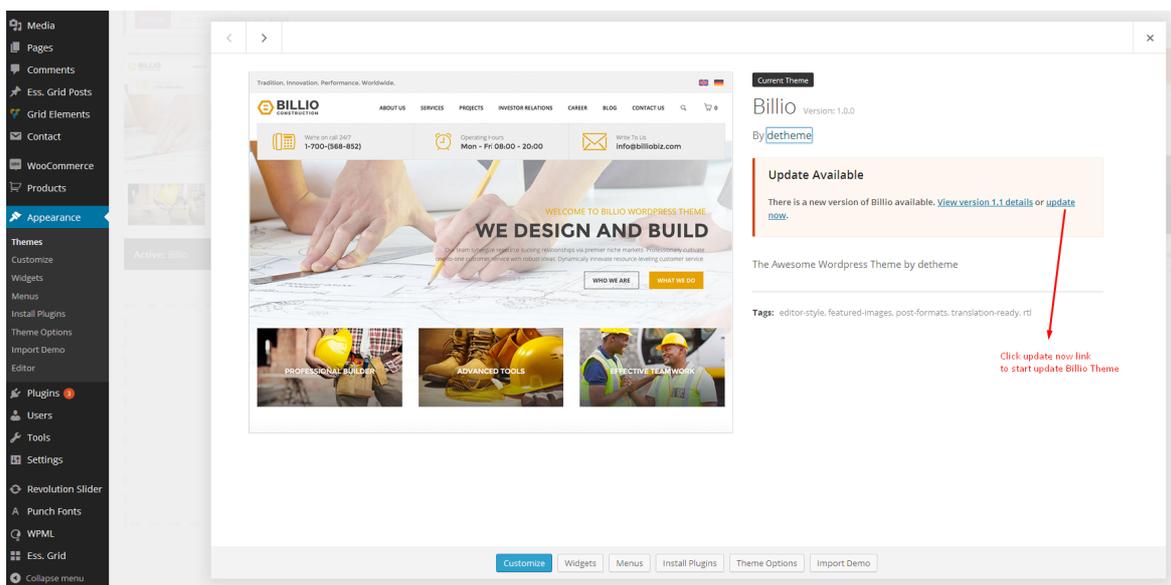


To check if any update version of Billio Theme, navigate to **Appearance > Themes**

There will be **Update Available** link on Billio thumbnail if there is any update version.



Click **Update Available** link then click **update now** link on popup window to start updating the theme.



5. Credit

- [WordPress](#)
- [Bootstrap front-end framework](#)
- [Jquery Javascript Library](#)
- [Redux, Simple Options Framework](#)
- [WPBakery Visual Composer](#)
- [Revolution Slider](#)
- [WooCommerce – a free eCommerce toolkit for WordPress](#)
- [Contact Form 7 Plugin](#)

- [Essential Grid Plugin](#)
- [WPML The WordPress Multilingual Plugin](#)
- [Easy Google Fonts Plugin](#)
- [WordPress Importer](#)
- [WP Options Importer](#)
- [Modernizr Javascript Library](#)
- [Icons](#)
- [jQuery Appear Plugin by Michael Hixson & Alexander Brovikov - Isotope jQuery Plugin by David DeSandro / Metafizy](#)
- [jQuery Validation Plugin by Jörn Zaefferer](#)
- [uisearch.js, cbpTooltipMenu.js, modalEffects.js, Slide Blur, Icon Hover Effects by Codrops](#)
- [Chart.js by Nick Downie](#)
- [“Shades of Grey” Google Maps Style by Adam Krogh](#)
- [Owl Carousel](#)
- [Styleable select elements](#)
- [Reset CSS](#)
- [Responsive CSS3 Multi-Level Menu](#)
- [jQuery Tweetie – Simple Twitter Feed Plugin that works with new Twitter 1.1 API](#)
- [Share Button](#)
- [QueryLoader2 – Preload your images with ease](#)
- [Smooth Scroll](#)
- [Animated mouse scroll](#)