How to Create Accordion and FAQ Sections

Learn how to Create Accordion and FAQ Sections in your BeatKongs producer website using Kong Builder. Follow the steps below in your own producer dashboard and check the result on the visitor-facing website before publishing.

Before you begin

Sign in to your BeatKongs producer account and open **Website → Edit Website**. Work on a page you can safely test. Builder controls may vary by theme, selected element and plan.

Step-by-step instructions

1. **Step 1.** Insert an accordion or FAQ block if available in your theme.

> SCREENSHOT TO ADD: Screenshot needed: Accordion/FAQ editor with question items

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Screenshot to capture: Accordion/FAQ editor with question items.

2. **Step 2.** Replace the example question and answer text with your own.
3. **Step 3.** Check each item’s expanded and collapsed state.

> SCREENSHOT TO ADD: Screenshot needed: Accordion expanded on the live page

Screenshot to capture: Accordion expanded on the live page.

4. **Step 4.** Test tapping each question on mobile, then save.

Important: Changes can affect other elements or screen sizes. Review the result on both desktop and mobile before you consider the task finished.

How to confirm it worked

Save the page, open the visitor-facing website, refresh it, and inspect the changed section on desktop and mobile. If the task involves a link, form, player, menu or other interactive feature, test that interaction directly on the live site.

Troubleshooting

- **Cannot find the control?** Select the intended element first. Some settings only appear for certain components, themes or plans.
- **Change did not appear?** Check that the correct page was saved, refresh the live page, and check whether caching is showing an older version.
- **Mobile layout looks wrong?** Reopen device preview and inspect the affected element’s width, spacing and visibility.
- **Feature is missing or not working?** Avoid deleting working content. Use Report Issues from your producer dashboard and describe the page, control and expected result.

Attached files:

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