How to Create and Edit Header Menus

Control the links visitors see at the top of your website. Follow the steps below in your BeatKongs producer dashboard and verify the result on your live website.

Before you begin

Sign in to your BeatKongs producer account. You will use **Website → Pages**, **Website → Menus**, or **Website → Edit Website** depending on the task. If you are making a significant change, save a copy of important content first.

Step-by-step instructions

1. **Step 1.** Open Website → Menus and locate the menu intended for the header.

> SCREENSHOT TO ADD: Screenshot needed: Menus manager with header menu items

Screenshot to capture: Menus manager with header menu items.

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2. **Step 2.** Create a menu if needed, or open the existing header menu.
3. **Step 3.** Add page links or supported custom links and give each a clear label.
4. **Step 4.** Arrange the items in the intended order and save.
5. **Step 5.** In Kong Builder, open NAV settings and confirm the correct menu is selected.

> SCREENSHOT TO ADD: Screenshot needed: Kong Builder NAV right panel menu selector

   Screenshot to capture: Kong Builder NAV right panel menu selector.
6. **Step 6.** Test each link and dropdown in the live header on desktop and mobile.

Important: The menu items are managed in Menus; the header selects and displays that menu through NAV settings.

How to confirm it worked

Save your changes, open **View Live Website**, and refresh the affected page. Check the correct URL, page content, and any relevant header or footer links. Repeat the check on mobile if navigation or layout was changed.

Troubleshooting

- **Page or menu item is missing?** Confirm you are in the intended producer website and that you saved the correct page or menu.
- **Link opens a 404 page?** Copy the destination from the live page instead of guessing its file path, then update the menu link.
- **Changes are not visible?** Refresh the website and check for cached content; confirm the correct header or footer menu is selected in Kong Builder.
- **Still stuck?** Use **Report Issues** from the producer dashboard and include the page title, URL, and a screenshot.

Attached files:

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URL: https://help.beatkongs.com/content/0cat=3/77/en/how-to-create-and-edit-header-menus.html

Pages and Menus

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