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What Can You Edit On An Editable Website

Laura Gibson - 2026-08-05 - [Editable Website Templates](#)

If your website is built on one of our **editable templates**, you have an **Editor role** in WordPress. That gives you direct access to most of the content on your site: your text, images, colors, header, footer, menus, forms, and staff. You do not need to be a tech expert, and you do not need to wait on us for everyday changes.

This article covers what you can change yourself, what our team handles for you, and how to get an update made when it falls outside your access.

What you can edit yourself

What you want to change	What you can edit	Where you do it
Page copy	The wording in the content blocks on your existing pages	Pages , then the page you want
Images	Upload new photos and replace the ones already on a page	Media , then the page you want
Site colors	Your theme colors, applied site-wide	Theme Settings
Header	Website name, logo, favicon, and fixed header	Theme Settings → Header
Top banner	Turn the banner on, set its colors, write the message, link it to a page	Theme Settings → Header
Footer	Footer logo, social media links, opening hours, address, and phone number	Theme Settings → Footer
Menus	Which pages appear in your main and footer menus, and their order	Appearance → Menus
Coaches	Add, edit, or remove coaches, including photo, position, bio, and certifications	Pages → About , then the Coaches section
Form pop-ups	A pop-up's title and description, and which Gym Lead Machine form it uses	Forms
Featured images	The preview image that appears when you share a page's link, such as in a text message	Pages , then the page you want

You can also add a meta description and keywords to a page through Rank Math, which is covered in the page copy guide.

What our team handles for you

Some changes affect how your site is built rather than what it says, so they come to us:

- **New pages.** Adding a page involves layout, navigation, and SEO work, so reach out rather than building it yourself.
- **Layout and design changes.** Moving, adding, or removing sections and blocks.
- **Structural SEO work.** Titles, heading structure, and the optimizations set up when your site was built.
- **A complimentary annual redesign** using one of our editable templates.

Tip

If you are not sure whether a change is yours to make or ours, ask us before you start. It is faster than undoing a change to a layout or an SEO setting.

Before you make changes

Your template was set up for consistency, search performance, and mobile speed. A few things to keep in mind:

- **Layout.** Adjusting sections, removing elements, or changing text formatting can cause misalignment or unexpected design issues.
 - **SEO.** Titles, meta descriptions, and structured content are set up deliberately. Each page should have only one Heading 1, and it should be the first heading on the page.
 - **Mobile and speed.** Some changes affect the mobile experience or slow down how quickly your pages load.
 - **Preview before you publish.** Check your formatting before your changes go out to visitors.
 - **Write your own copy.** Do not paste in AI-generated text.
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How your website gets updated

There are three routes, and they run in order. Start at the top and move down only when the route above does not cover what you need.

1. **Update it yourself in WordPress.** Anything in the list above is yours to change, and it is the fastest route because nothing waits on us. Click **Update** when you are done and check your live site.
 2. **Submit a [website request form](#).** Use this for changes outside your access, such as new pages, layout changes, and design work. The form captures what we need up front so nothing comes back to you as a follow-up question.
 3. **Email our team at hello@usekilo.com.** Use this when you are not sure what you need, when something on your site looks broken, or when a request does not fit the form.
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Frequently asked questions

Can I add a new page to my website myself?

New pages are handled by our team rather than by you. Adding a page brings in layout, navigation, and SEO work that sits outside the Editor role, so send us the request and we will build it. Editing the text on pages you already have is yours to do any time.

How do I know whether to edit something myself or send us a request?

If it appears in the list of what you can edit above, do it yourself. If it changes how a page is built rather than what it says, send it to us. Anything you are unsure about is worth a quick email first.

Do I need to know how to code to edit my website?

No. The editing experience is built to be used without technical knowledge. Every task in the list above has a step-by-step guide, and our Support team can walk you through anything that is not clear.

What is the difference between the request form and emailing the team?

The request form is for defined changes you already know you want. Email is for questions, problems, and anything you cannot describe on a form. Both reach the same team.

If you have questions about what you can edit on your website, or you want to request a complimentary annual redesign using one of our editable templates, our Support team is happy to help. Reach us at **hello@usekilo.com**.

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