

Add an icon

Pick from over a thousand ready-made icons, or upload your own, and use them to mark services, features or contact details.

Icons are small pictures that help people skim a page: a phone for your number, a fork and knife for your menu, a clock for your hours. Your editor has more than a thousand ready-made icons, and you can upload your own.

Steps

1. Log in to your site editor and open the page.
2. In the side panel, click **Add**, then click **Media**.
3. Use the filters to find an icon, or click **Upload Media** to bring in your own.
4. Drag the icon onto the page.

You can also add an **Icon** widget from the widget list. See [Add a widget to a page](#).

Choose or change the icon

1. Click the icon and open its content settings from the small menu.
2. Click **Choose Icon** to pick a ready-made one, or click **Upload SVG File** to use your own.
3. To make it a link, click **Link Icon** and choose the page it should go to.
4. Type **Alt text** that describes the icon clearly. See [Write alt text in plain words](#).
5. Type a **Tooltip**: the text people see when they point at the icon.
6. Publish. If you don't see a **Publish** button, tell us and we'll publish it for you.

Change how it looks

Open the icon's design settings from the small menu. You can change its layout, size, color and spacing.

Keep an icon on screen

To make the icon float, turn on the **Floating** switch and choose a position. A floating icon shows on every page unless you turn on **Show on this page only**, which limits it to the current page.

Good to know

- An icon you upload should be an SVG file. An SVG keeps its sharpness when you make it bigger or smaller.
- Several complex SVG icons on one page can make it load slowly. If you need a lot of them, turn some into ordinary pictures (PNG or JPG).
- If an uploaded icon won't change color, the way the file was made is usually the cause. Send us the file and we'll look at it.

Tips

- Use one icon style throughout. Mixing line icons and solid ones looks untidy.
- Keep icons a size people can tap on a phone, especially if they link somewhere.
- Pair an icon with words. An icon alone can be unclear.

Need a hand?

Email hello@zossoz.com with your business name, the page, and the icon you have in mind, and we'll take care of it. We reply within one business day. See [Request a change](#).

Related guides: [Add a shape or a badge](#) · [Add a widget to a page](#) · [Write alt text in plain words](#) · [Add a button](#)

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