LIFE-SITES™.com

How to Add a Custom Web-Hosted Font to Your Life-Sites Website

A step-by-step guide for Life-Sites.com group administrators

Overview

Instead of uploading font files to your server, web-hosted fonts are stored on another server and linked to your site with a small snippet of code. Common sources include Google Fonts (free), Adobe Fonts (included with Creative Cloud), and font foundry websites. The process is the same regardless of where the font is hosted: you add a link to load the font, then write a CSS rule to apply it.

Before you begin, you will need access to your group's Sitewide Code area in the Life-Sites admin site.

Step 1: Get the Embed Code from Your Font Provider

Every web font hosting service provides an embed code snippet. Where to find it depends on your provider:

Google Fonts (fonts.google.com)

1. Search for your font and click its name.
2. Select the styles you want (Regular, Bold, etc.) by clicking "Get font."
3. Click the shopping bag icon in the top-right corner, then click "Get embed code."
4. Make sure "Web" and "<link>" are selected. Copy the block of link tags provided.

Adobe Fonts (fonts.adobe.com)

5. Log in and find your font.
6. Click "Add to Web Project" and create or select a project.
7. From your Web Projects page, click "Embed Code." Copy the <link> tag provided.

Other Font Services (Fonts.com, font foundry sites, etc.)

Look for options labeled "Web Embed," "Use on the Web," or "Embed Code" on the font's page. The service will provide either:

- A <link> tag pointing to their server, or
- A <style> block containing an @import rule (this also works — see the note below).

> **Note on @import:** If your provider gives you an @import rule instead of a <link> tag, paste it inside a <style> tag at the top of your sitewide code, like this: `<style> @import url('...'); </style>`. The <link> method is generally preferred, but @import works fine.

Step 2: Add the Font Link to Your Sitewide Code

8. Log in to your Life-Sites admin site.
9. Navigate to Appearance > Site Design > Advanced.
10. Scroll to the bottom of the page to find the Sitewide Code area.
11. In the Sitewide Code area, paste the <link> tag(s) your font provider gave you directly into that area.

> **Important:** <link> tags must NOT be placed inside a <style> tag. <style> tags are only for CSS rules. Paste your <link> tags on their own, outside of any <style> block.

Step 3: Apply the Font Using CSS

Now you need to tell your site which elements should use the new font. You do this by adding a CSS rule inside a <style> tag in your sitewide code area.

12. Below your <link> tags, add a <style> block like this:

```
<style>
  body, a {
    font-family: "Your Font Name", sans-serif !important;
  }
</style>
```

13. Replace "Your Font Name" with the exact font name as provided by your font service. Keep the quotation marks around it.
14. Save your sitewide code and refresh your website to see the font applied.

Step 4: If the Font Only Applies to Some Areas

Life-Sites has built-in styles that may override your font in certain places such as navigation menus, buttons, widget titles, or the footer. If this happens, you need to add those elements to your CSS rule.

Common elements to add:

- body, a — general page text and links
- h1, h2, h3 — headings
- button, input[type="submit"] — buttons
- footer h2, footer h3, footer p — footer text
- .wid h3 — widget titles

You can combine these into one rule, separated by commas:

```
<style>
  body, a, h1, h2, h3, button,
  input[type="submit"], footer h2, footer h3 {
    font-family: "Your Font Name", sans-serif !important;
  }
</style>
```

Step 5: If Widget Text Content Still Isn't Changing

If text inside certain editor widgets is still not changing, it is likely because that text has inline font styling applied directly to it (this happens when font choices are made inside the widget's text editor). Inline styles override everything else, including your sitewide CSS.

To fix this, go into the widget's editor and clear the formatting from the affected text:

15. Open the widget for editing in your Life-Sites admin.
16. Select all the text in the editor (Ctrl+A or Cmd+A).
17. Click the "Remove Formatting" button in the editor toolbar (usually looks like a T with an eraser, or the letters Tx).
18. Save the widget. Your sitewide font should now apply to that text.

Tips & Things to Know

- **Decorative fonts work best for headings.** Fonts with a lot of personality can be hard to read at small sizes or in long paragraphs. Consider applying them only to headings and using a simpler font for body text.
- **The !important tag is necessary** because Life-Sites's built-in stylesheet sets font families explicitly, and your custom code needs to override it.

- **Font names are case-sensitive.** Always use the exact font name as your provider specifies it, including capitalization and spaces. Put it in quotation marks in your CSS (e.g., "Open Sans" not open sans).

- **You can use multiple fonts.** For example, one decorative font for headings and a clean readable font for body text. Simply write separate CSS rules targeting different elements.

- **Check your font license.** Make sure the font you are using is licensed for web use. Most hosted font services handle this automatically, but if you purchased a font file directly, confirm that a web license is included.

- **This applies to your members' view.** The sitewide code applies to your logged-in member-facing pages. Your public-facing pages may share the same sitewide code area or have a separate one, depending on how your site is configured.