# **Managing Themes**

iSpring QuizMaker comes with a gallery of design themes to choose from. In Slide View, you can find a standard theme that you like and apply it to a single question slide or to all slides. It's possible to modify it by changing fonts and background styles.

You can save a modified theme as your own custom theme and reuse it in your quizzes or share it with other trainers.

- Apply a Theme
- Create a Custom Theme
- Save a Theme
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- Delete a Theme

# Apply a Theme

To apply a design theme to all slides:

1. Select a theme from the Themes gallery.



To apply a theme to a single question slide:

- 1. In the Home tab click Themes.
- 2. Right-click the theme that you want to apply to a question
- 3. Select Apply to This Question in the menu.

### Create a Custom Theme

iSpring QuizMaker comes with six preformatted themes that have been designed to alter the appearance of your quizzes. You can easily change the look and feel of the entire quiz or a single question by applying a different theme. You can format such elements as a background fill and text style.

- To change the background fill, click Format Background on the toolbar.
- Use the Text Formatting Tools on the ribbon to change the text style, size, colors etc.

When you are done with changes, apply your custom theme to all slides if necessary or save it for further use.

### Save a Theme

Save the changes that you make to the fonts and background fill effects of an existing theme so that you can apply it to other quizzes.

- 1. On the Home tab, in the Theme group, click Themes.
- 2. Click Save as Custom Theme... in the menu.
- 3. In the Save Theme As box, type an appropriate name for the theme, and then click Save Theme.

The theme will be saved as a .qthm file in the user's profile app data on your local drive (C:\Users\Username\AppData\Roaming). The theme is automatically added to the list of custom themes in the Themes menu.

#### Set the Default Theme

When you create your first quiz, all questions have the Default theme applied.

You can change the default theme to a different theme that is included with iSpring QuizMaker or a custom theme. After that, all new quizzes and questions will be created with a new default theme applied.

To change the default theme, do the following:

- 1. Click Themes on the toolbar
- 2. Right-click the theme that you want to select as default
- 3. Choose Set as default... in the menu

# Import and Export Themes

To export a theme:

- 1. On the Home tab, in the Theme group, click **Themes**.
- 2. Click Export... in the menu
- 3. In the Save As window, type an appropriate name for the theme, and then click Save

To import a saved theme:

- 1. On the Home tab, in the Theme group, click Themes.
- Click Import... in the menu In the Save As window, locate the theme to import, and then click Open.

The selected theme will be added to the list of custom themes.

### Delete a Theme

To delete a custom theme:

- 1. Click Themes on the toolbar
- 2. Right-click the theme that you want to delete
- 3. Choose Delete in the menu

The theme will be removed from the list of custom themes and from your computer. And vice versa, if you delete the theme from the **Themes** folder on your computer or move it to a different folder, it is automatically removed from the list of custom themes.

Note: You cannot delete built-in themes.blocked URL