**How to Add Menus and Submenus in TOS**

**Step 1: Access the Menus Section**

1. Log in to your wp-admin dashboard.
2. Go to **Menus**.

**Step 2: Add Menu Items**

1. On the left side, you will see options like **Pages, Posts, Custom Links, Categories**.
2. Select the items you want to add to your menu (e.g., a page called “About Us”).
3. Click **“Add to Menu”**.

**Step 3: Organize Menu and Submenus**

1. Menu items appear on the right side in a list.
2. To create a **submenu**:
	* Drag a menu item slightly to the **right under another menu item**.
	* The item will become a **child item** (submenu) of the one above it.
3. To create a **sub-submenu**:
	* Drag an item further **to the right under a submenu item**.
	* It becomes a **child of the submenu** (second-level submenu).

**Example structure:**

Home

About Us

 Team

 Leadership

 Careers

Services

Contact

**Step 5: Check on Frontend**

1. Visit your website to confirm the menu, submenu, and sub-submenu appear as expected.
2. Hover over menu items to see the dropdowns.

**Tips**

* Keep menu items clear and concise for better navigation.
* Limit sub-submenus to 2-3 levels to avoid clutter.
* You can also add **Custom Links** for external pages.