

Edit User Profile

Login to your Wordpress Dashboard

Dashboard < Simon Doherty — WordPress

ccdm02.designbysimon.com/wp-admin/index.php

Simon Doherty + New Gallery WPSQT Howdy, Simon

Dashboard

Home Updates

Posts Media Links Pages Comments FAQs Contact Appearance Plugins **Users** Tools Settings Gallery WPSQT

Dismiss

WordPress Version 3.4.2

Welcome to your new WordPress site!

If you need help getting started, check out our documentation in, here are a few things most people do first when they set up tabs in the upper right corner to get information on how to use assistance.

Basic Settings

Here are a few easy things you can do to get your feet wet. Make sure to click Save on each Settings screen.

- [Choose your privacy setting](#)
- [Select your tagline and time zone](#)
- [Turn comments on or off](#)
- [Fill in your profile](#)

Add Real Content

Check out the sample page & post editors to see how then delete the default content and write your own!

- View the [sample page](#) and [post](#)
- Delete the [sample page](#) and [post](#)
- [Create an About Me page](#)
- [Write your first post](#)

- [Set a background color](#)
- [Select a new header image](#)
- [Add some widgets](#)

Already know what you're doing? [Dismiss this message.](#)

Right Now QuickPress

- To change your profile settings, select **Users - Your Profile**

Here you can change your name, email and contact details

Change Your Profile

Simon Doherty + New Gallery WPSQT

Dashboard Posts Media Links Pages Comments FAQs Contact Appearance Plugins **Users** All Users Add New **Your Profile** Tools Settings Gallery WPSQT Collapse menu

Profile

Personal Options

Visual Editor Disable the visual editor when writing

Admin Color Scheme Blue Gray

Keyboard Shortcuts Enable keyboard shortcuts for comment moderation Show Toolbar when viewing site

Toolbar

Name

Username admin

First Name Simon

Last Name Doherty

Nickname (required) admin

Display name publicly as admin

Contact Info

E-mail (required) artbysimon@yahoo.com

Website

- To change your profile settings, select **Users - Your Profile**

- Change your **Admin Color Scheme** by selecting **Blue** or **Gray**

Name

- Enter your **First Name** and **Last Name**

Contact Info

- Enter an **Email** address, this is used in case you forget your password

Change your public display name

The screenshot shows the WordPress user profile settings page. The 'Name' section is highlighted, and the 'Display name publicly as' dropdown menu is open, showing options: 'admin' (checked), 'Simon', 'Doherty', 'Simon Doherty', and 'Doherty Simon'. A red box highlights the dropdown menu, and a red arrow points from a text box on the right to the 'Simon' option.

Name

- **Display name publicly as** allows you to choose a different name to display on your blog posts, instead of the standard public display name: **admin**
- Choose you name, surname or both

Enter Biographical Info

Simon Doherty + New Gallery WPSQT Collapse menu

Contact Info

E-mail (required)

Website

AIM

Yahoo IM

Jabber / Google Talk

About Yourself

Biographical Info

Share a little biographical information to fill out your profile. This may be shown publicly.

New Password If you would like to change the password type a new one. Otherwise leave this blank.

Type your new password again.

Strength indicator Hint: The password should be at least seven characters long. To make it stronger, use upper and lower case letters, numbers and % ^ &).

[Update Profile](#)

Thank you for creating with WordPress.

Contact Info

- In the **Website** text field, enter the URL of your personal website, if its not be the same as your Wordpress website URL

About Yourself

- In the **Biographical Info** text box enter a short biography about yourself

Make a new Password

The screenshot shows a user profile page with the following sections:

- Contact Info**: E-mail (required) [artbysimon@yahoo.com], Website, AIM, Yahoo IM, Jabber / Google Talk.
- About Yourself**: Biographical Info.
- New Password**: Two password input fields, a strength indicator (Medium), and a hint: "Hint: The password should be at least seven characters long. To make it stronger, use upper and lower case letters, numbers % ^ &)."

Annotations include:

- A red box around the "About Yourself" section with a red arrow pointing to the "New Password" section.
- A red box around the "New Password" section with a red arrow pointing to the "Update Profile" button.
- A red box around the "Update Profile" button with a red arrow pointing to the "New Password" section.

About Yourself

- You can change your password by entering a new password into the **New Password** text field.
- When you select **Update Profile**, your new password will be emailed to the email address in your **Profile - Contact Info** section
- Select **Update Profile**

Update Profile

View a Post in your Wordpress Website



The screenshot shows a WordPress website interface. At the top, there is a navigation bar with links for 'Home', 'About Me', 'GIMP Tutorial', 'Gallery', 'Blog', and 'Contact Me'. Below this is a header section for 'Simon Doherty' with the subtitle 'Creative and Digital Marketing University College Cork'. The main content area displays a post titled 'wordpress' posted on October 4, 2012, by 'Simon'. The name 'Simon' is circled in red, and a red arrow points from a text box to it. Below the post title are social media sharing buttons for 'Follow', 'Like', and 'Tweet'. At the bottom of the page, there is a 'Meta' section with links for 'Site Admin' and 'Log out'. The background of the website is a green field with a close-up of piano keys.

Simon Doherty
Creative and Digital Marketing University College Cork

Home About Me GIMP Tutorial Gallery Blog Contact Me

← mobile apps

wordpress

Posted on October 4, 2012 by **Simon**

Follow Like 0 Tweet 0

Meta

- Site Admin
- Log out

- View the Blog page of your Wordpress website
- Any **Post** created by you will display the name you chose in the **Display name publicly as selection**, instead of **admin**

Biographical Info appears at the bottom of each Post created by you



Simon Doherty + New Edit Post WPSQT

← mobile apps

wordpress

Posted on October 4, 2012 by Simon

Follow Like 0 Tweet 0



This entry was posted in [wordpress](#) by [Simon](#). Bookmark the [permalink](#). Edit



About Simon

Front-end Web Developer with 10 years experience, registered as a sole-trader with the business name: DESIGNBYSIMON. I develop websites using Adobe Dreamweaver CS 6 and WordPress, an open-source content management system (CMS). I design custom WordPress themes using Artisteer and Dreamweaver CS 6.

[View all posts by Simon →](#)

- View the Blog page of your Wordpress website
- Any **Post** created by you will display the **Biographical Info** at the bottom of each **Post** that you entered in the **About Yourself - Biographical Info** text box
- This will give your Blog Readers a better idea of who you are

← mobile apps graphics →

Comments RSS
WordPress.org

Stay Connected

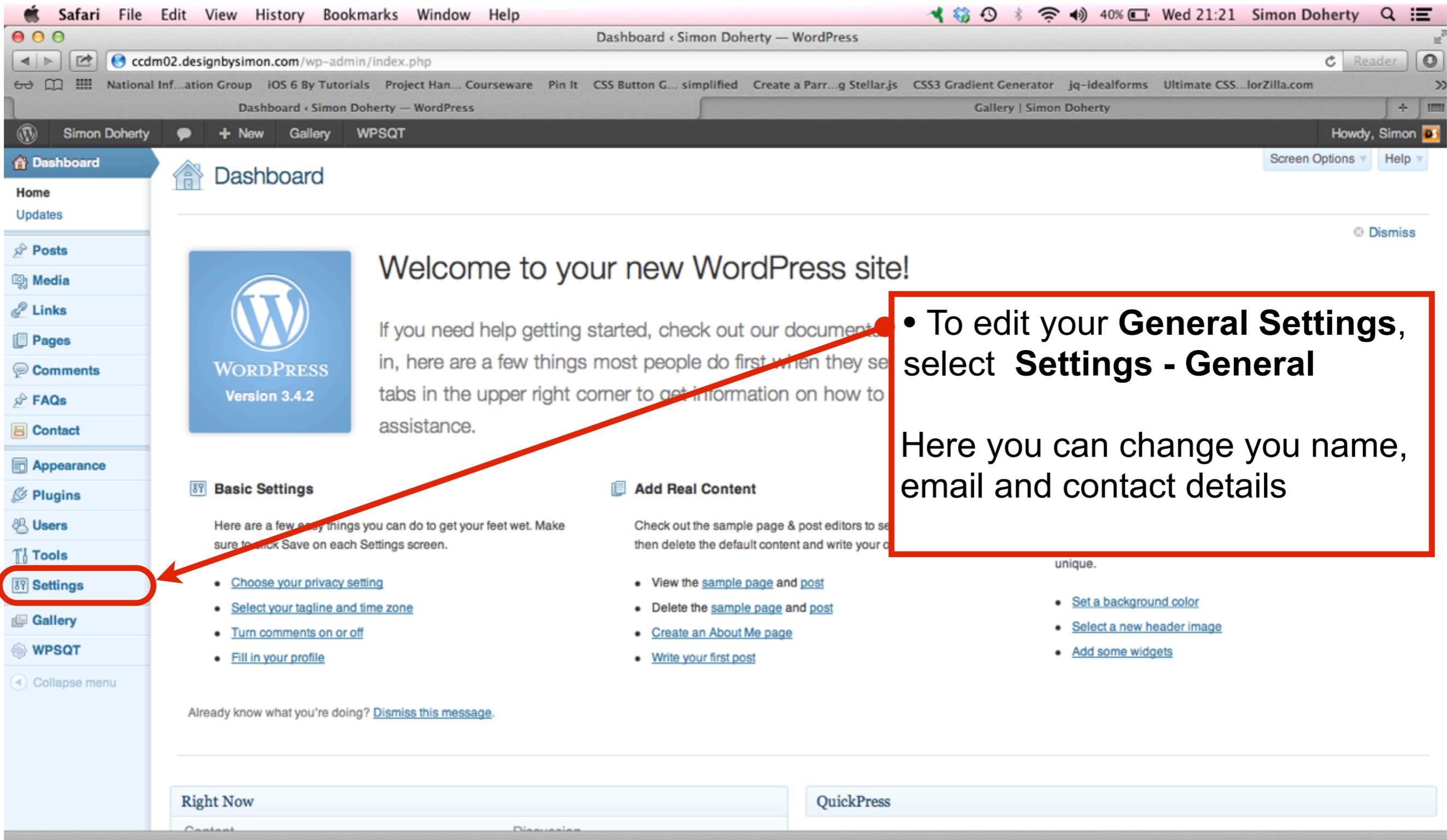
Twitter

 Simon Doherty **simonart6** 6

[simonart66](#) Google have a new tool to help with your digital marketing

Editing General Settings

Login to your Wordpress Dashboard



Dashboard < Simon Doherty — WordPress

ccdm02.designbysimon.com/wp-admin/index.php

Simon Doherty + New Gallery WPSQT Howdy, Simon

Dashboard

Home Updates

Posts Media Links Pages Comments FAQs Contact Appearance Plugins Users Tools **Settings** Gallery WPSQT Collapse menu

WordPress Version 3.4.2

Welcome to your new WordPress site!

If you need help getting started, check out our documentation. In, here are a few things most people do first when they set up a new site. You can also visit the help tabs in the upper right corner to get information on how to get the most out of WordPress assistance.

Basic Settings

Here are a few easy things you can do to get your feet wet. Make sure to click Save on each Settings screen.

- [Choose your privacy setting](#)
- [Select your tagline and time zone](#)
- [Turn comments on or off](#)
- [Fill in your profile](#)

Add Real Content

Check out the sample page & post editors to see how they work. You can also delete the default content and write your own content.

- View the [sample page](#) and [post](#)
- Delete the [sample page](#) and [post](#)
- [Create an About Me page](#)
- [Write your first post](#)

unique.

- [Set a background color](#)
- [Select a new header image](#)
- [Add some widgets](#)

Already know what you're doing? [Dismiss this message.](#)

Right Now QuickPress

Content Discussion

• To edit your **General Settings**, select **Settings - General**

Here you can change you name, email and contact details

Edit Site Title and Tagline

The screenshot shows the WordPress dashboard with the 'General Settings' page open. The left sidebar contains a menu with 'Settings' highlighted in blue, and 'General' highlighted in red. The main content area shows the following settings:

- Site Title: Simon Doherty
- Tagline: Creative and Digital Marketing University College Cor
In a few words, explain what this site is about.
- WordPress Address (URL): http://ccdm02.designbysimon.com
- Site Address (URL): http://ccdm02.designbysimon.com
Enter the address here if you want your site homepage to be different from the WordPress address.
- E-mail Address: artbysimon@yahoo.com
This address is used for administrative purposes, like new user notifications.
- Membership: Anyone can register
- New User Default Role: Subscriber
- Timezone: UTC+0
Choose a city in the same timezone as you.
- Date Format: October 24, 2012
 2012/10/24
 10/24/2012
 24/10/2012
 Custom: Fj, Y October 24, 2012
[Documentation on date and time formatting.](#)

- Edit the **Site Title**, this is the name of the Website that appears in the **Header**
- Edit the **Tagline** text, this is a description or catch-phrase relating to the Website name, eg: a company's motto: "Striving for Excellence in Sales", it appears below the **Site Title** text in the **Header**
- Do not edit the **Wordpress Address (URL)** nor the **Site Address (URL)**
- The **E-mail Address** is used by **Wordpress** for **password recovery**, or to notify you of any **Comments** or **New User Registrations**

Choose a Timezone and Date Format

The screenshot shows the WordPress 'General Settings' page for a user named Simon Doherty. The page is divided into several sections: Site Title, Tagline, WordPress Address (URL), Site Address (URL), E-mail Address, Membership, New User Default Role, Timezone, and Date Format. Red circles and arrows highlight specific settings: 'Anyone can register' (checked), 'Subscriber' (selected as the default role), 'Dublin' (selected as the timezone), and 'October 24, 2012' (selected as the date format). The left sidebar shows the 'Settings' menu item highlighted.

Simon Doherty + New Gallery WPSQT

Dashboard Posts Media Links Pages Comments FAQs Contact Appearance Plugins Users Tools Settings

General Writing Reading Discussion Media Privacy Permalinks Google Analytics MapPress Q & A Simple Social Expandable

General Settings

Site Title: Simon Doherty

Tagline: Creative and Digital Marketing University College Cor
In a few words, explain what this site is about.

WordPress Address (URL): http://ccdm02.designbysimon.com

Site Address (URL): http://ccdm02.designbysimon.com
Enter the address here if you want your site homepage to be

E-mail Address: artbysimon@yahoo.com
This address is used for admin purposes, like new user notifi

Membership: Anyone can register

New User Default Role: Subscriber

Timezone: Dublin
UTC time is 2012
Choose a city in the same timezone as you.

Date Format: October 24, 2012
 2012/10/24
 10/24/2012
 24/10/2012
 Custom: F j, Y October 24, 2012

[Documentation on date and time formatting.](#)

- For a **Magazine** type blog open to **Public Membership**, select **Anyone can register**

- Choose a **New User Default Role** to control the level of access the **New User** receives on registration: **Editor, Author, Contributor or Subscriber**

- In the **Timezone** menu, select a city in your timezone to display the correct time

- In the **Date Format** section, choose your own style of date format

Save Changes

Simon Doherty + New Gallery WPSQT

Users Tools Settings

General
Writing
Reading
Discussion
Media
Privacy
Permalinks
Google Analytics
MapPress
Q & A
Simple Social
Expandable
TinyMCE Advanced
Google Fonts
WP UI

Gallery WPSQT Collapse menu

This address is used for admin purposes, like new user notification.

Membership Anyone can register

New User Default Role Subscriber

Timezone Dublin UTC time is 2012-10-25 23:22:23 Local time is 2012-10-26 0:22:23
Choose a city in the same timezone as you.

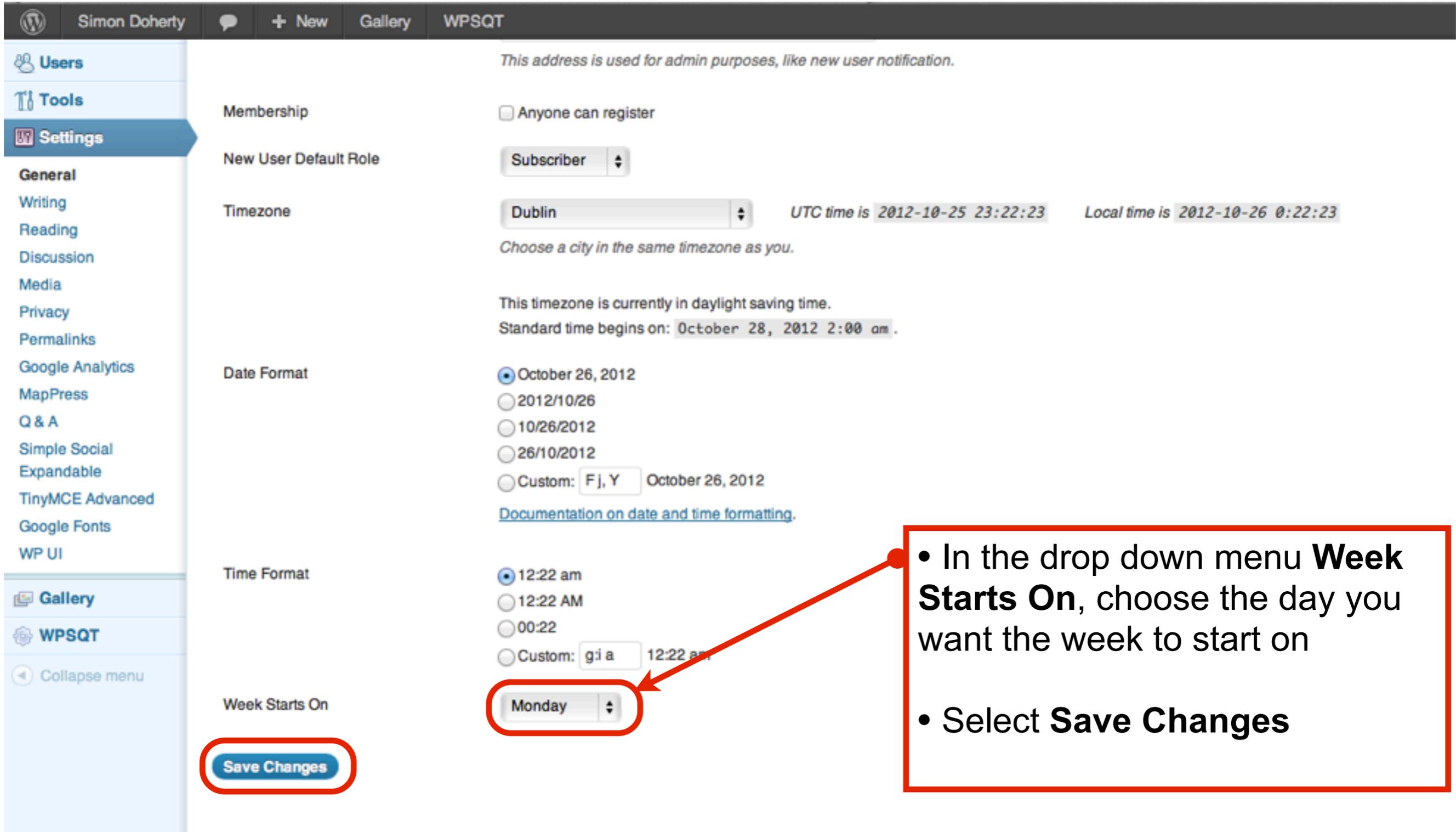
This timezone is currently in daylight saving time.
Standard time begins on: October 28, 2012 2:00 am.

Date Format October 26, 2012
 2012/10/26
 10/26/2012
 26/10/2012
 Custom: Fj, Y October 26, 2012
[Documentation on date and time formatting.](#)

Time Format 12:22 am
 12:22 AM
 00:22
 Custom: g:i a 12:22 am

Week Starts On Monday

Save Changes



- In the drop down menu **Week Starts On**, choose the day you want the week to start on

- Select **Save Changes**