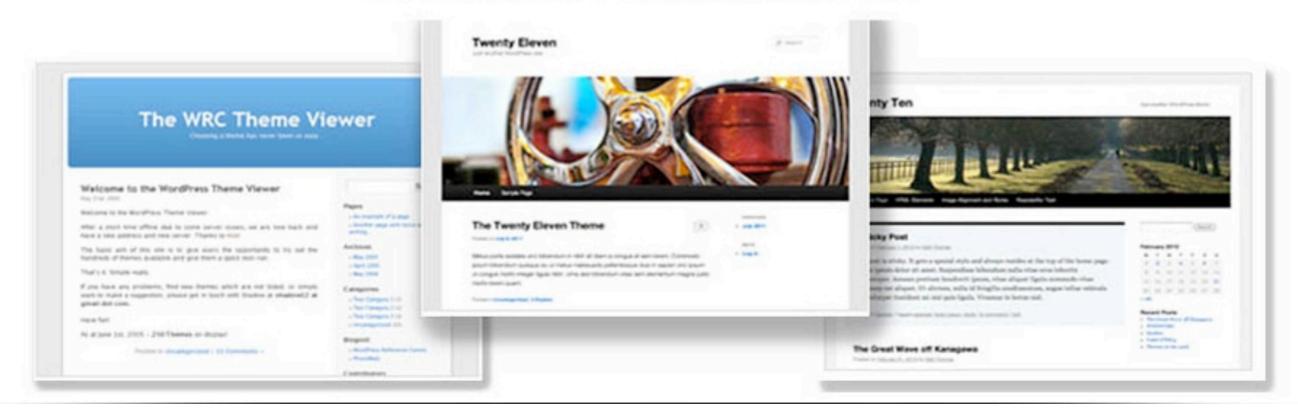
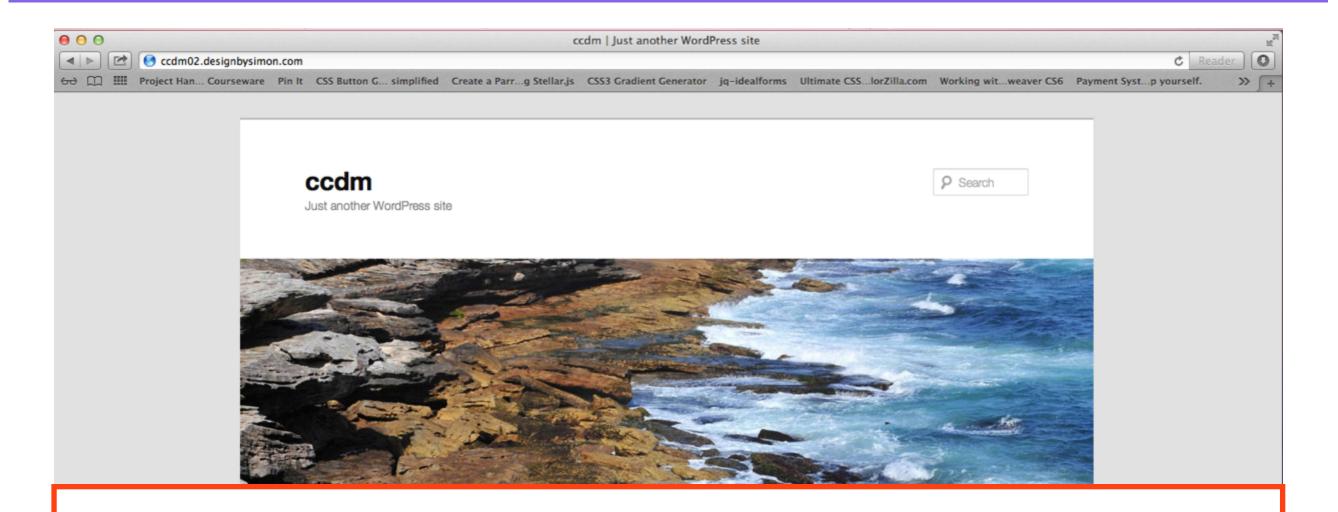
# WordPress



It's not just for blogging anymore.

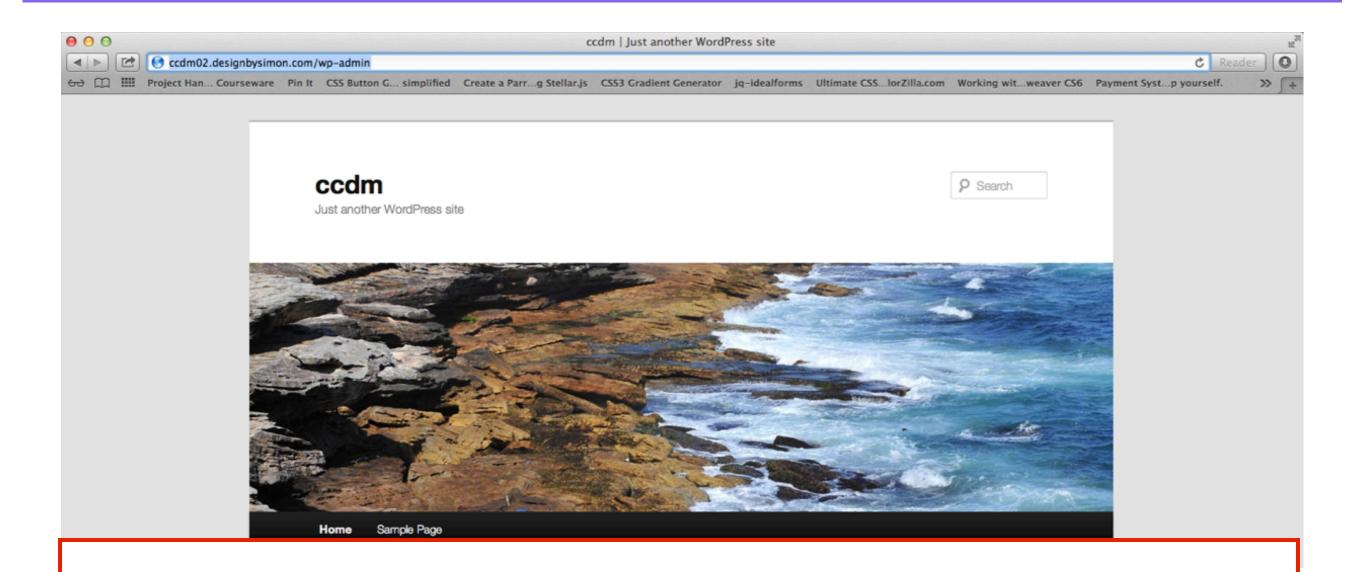


# First Steps



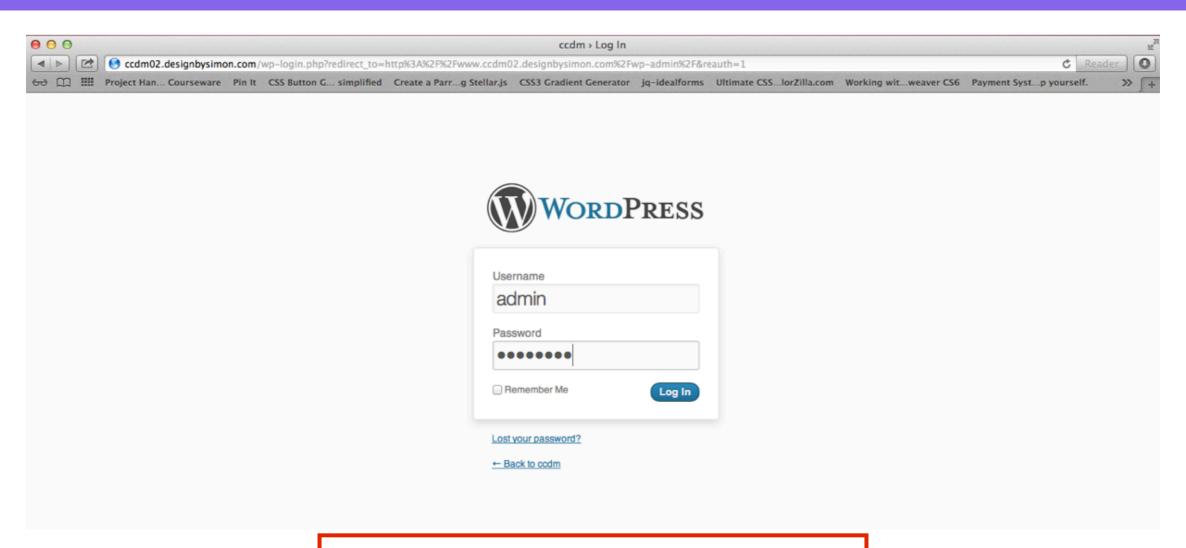
- 1. Check your email for details
- 2. Go to <a href="http://yourname.creativeanddigitalmarketing.com">http://yourname.creativeanddigitalmarketing.com</a>
- 3. This is the home page of your website

# Add /wp-admin



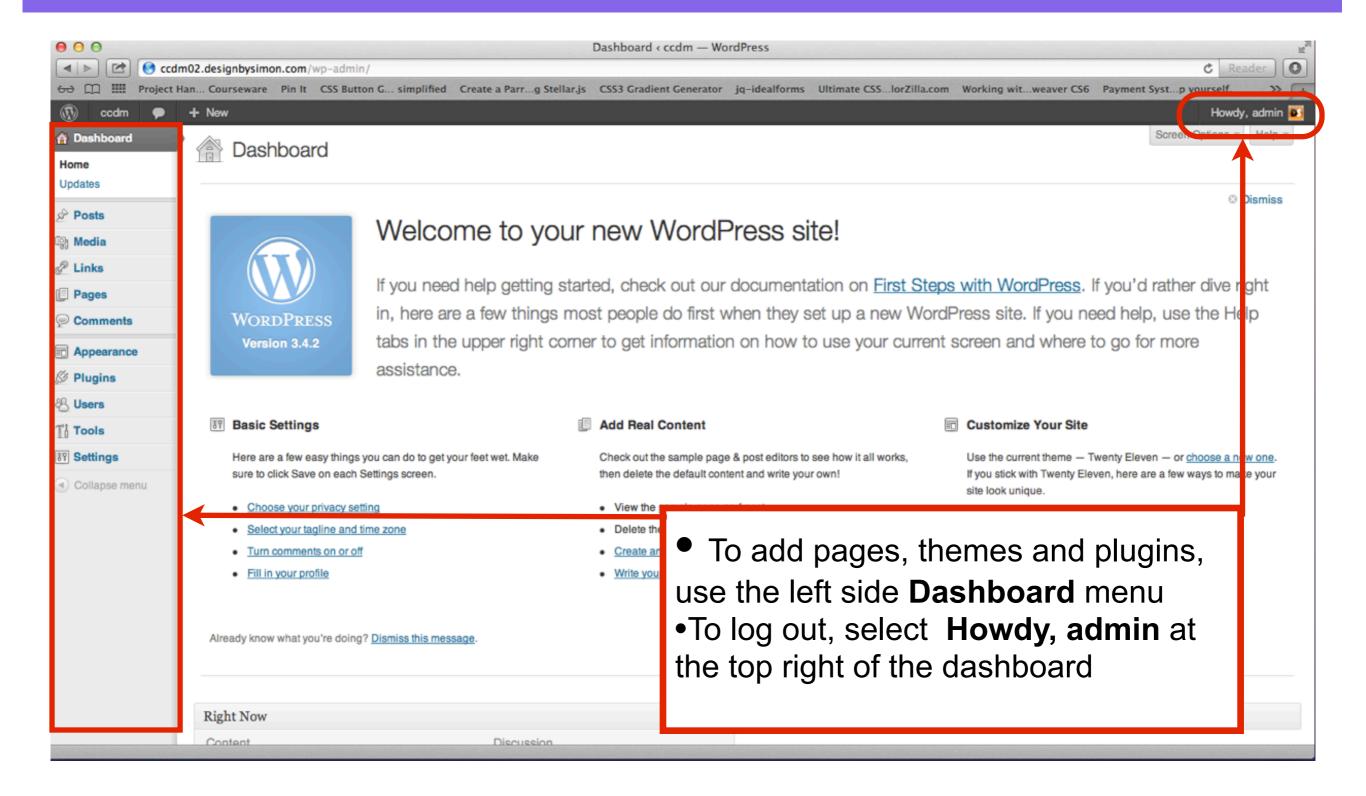
- 1. To access the backend of your website, add /wp-admin to your web address
- 2. <a href="http://yourname.creativeanddigitalmarketing.com/wp-admin">http://yourname.creativeanddigitalmarketing.com/wp-admin</a>

# Login

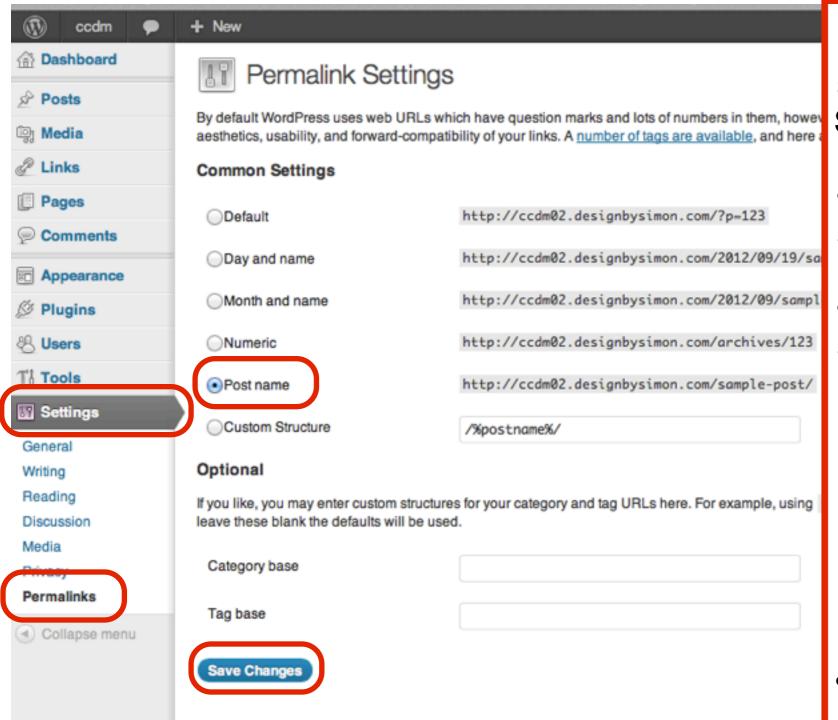


- 1. Login to your account
- 2. **Username**: admin
- 3. Password: password

#### WordPress Dashboard



# Change your Permalinks



 In your Wordpress Dashboard select

Settings - Permalinks

- In the **Permalink Settings** section, select **Post Name**
- or a URL format that's easy to search and use, instead of the Default numerical setting

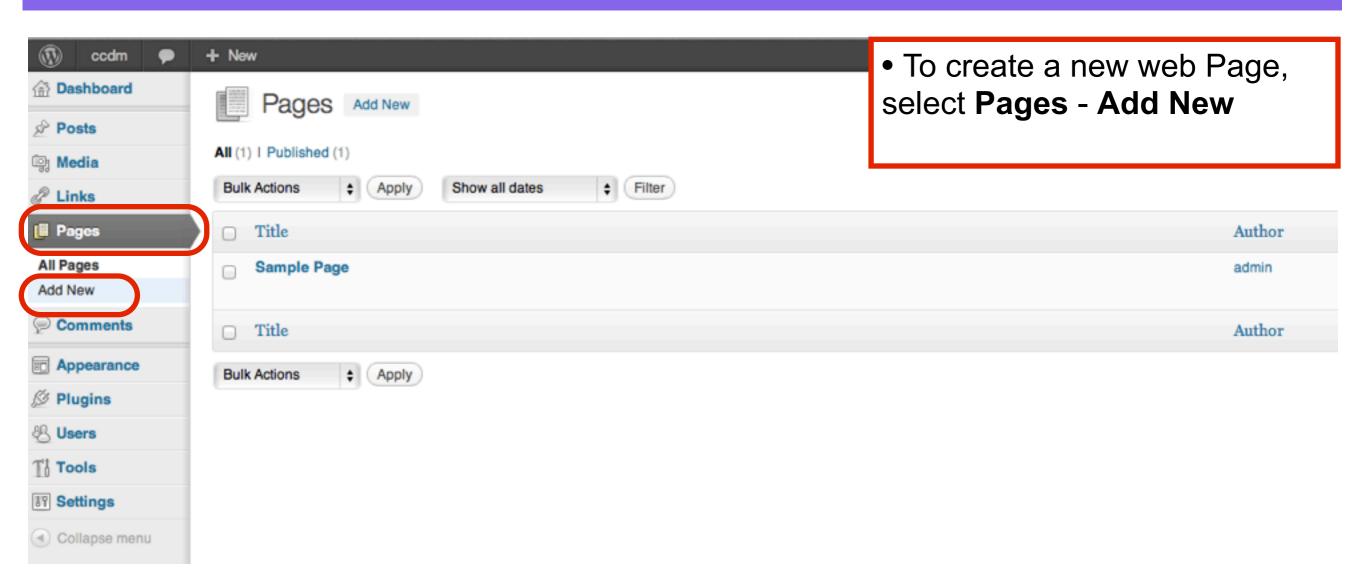
http://marketing/home

is better than

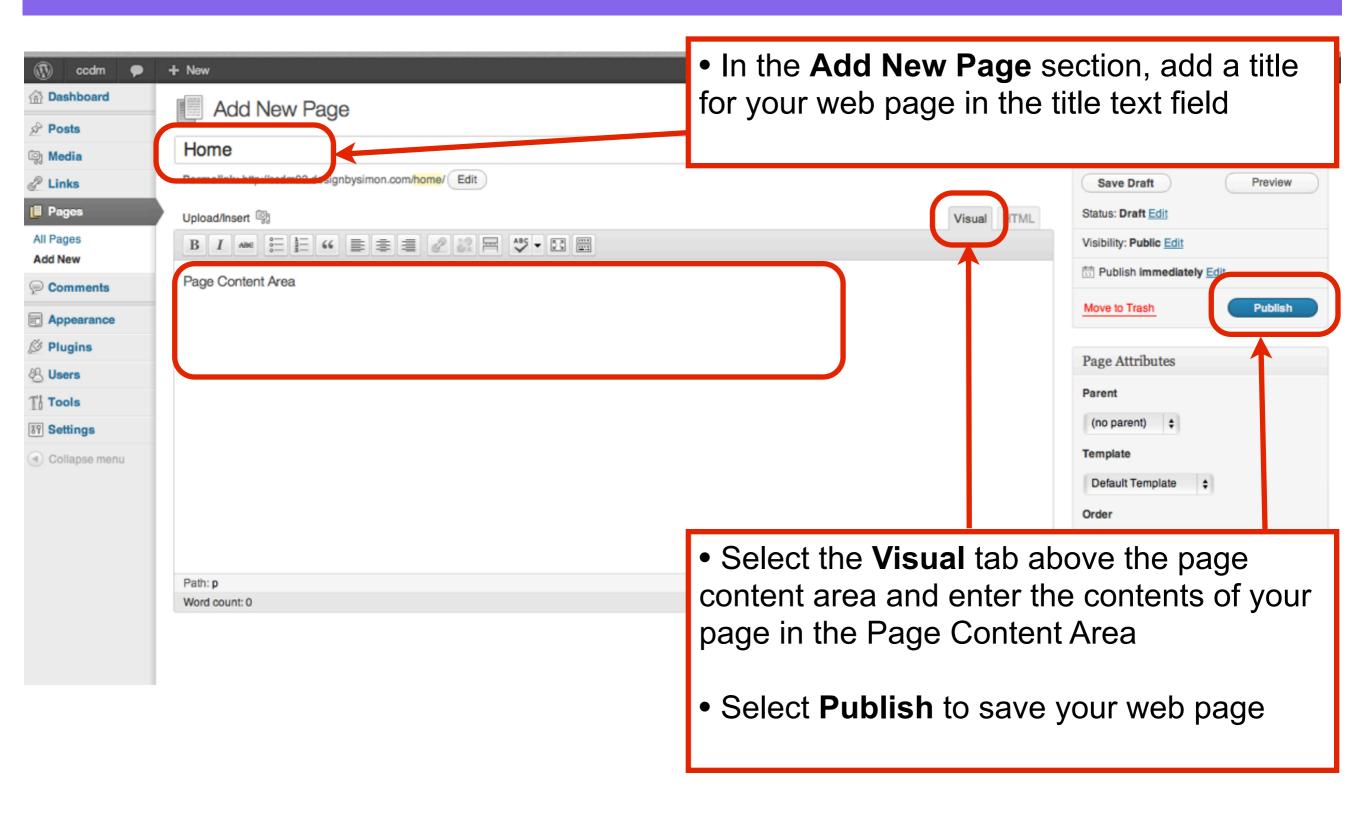
http://marketing/?p-123867

Select Save Changes

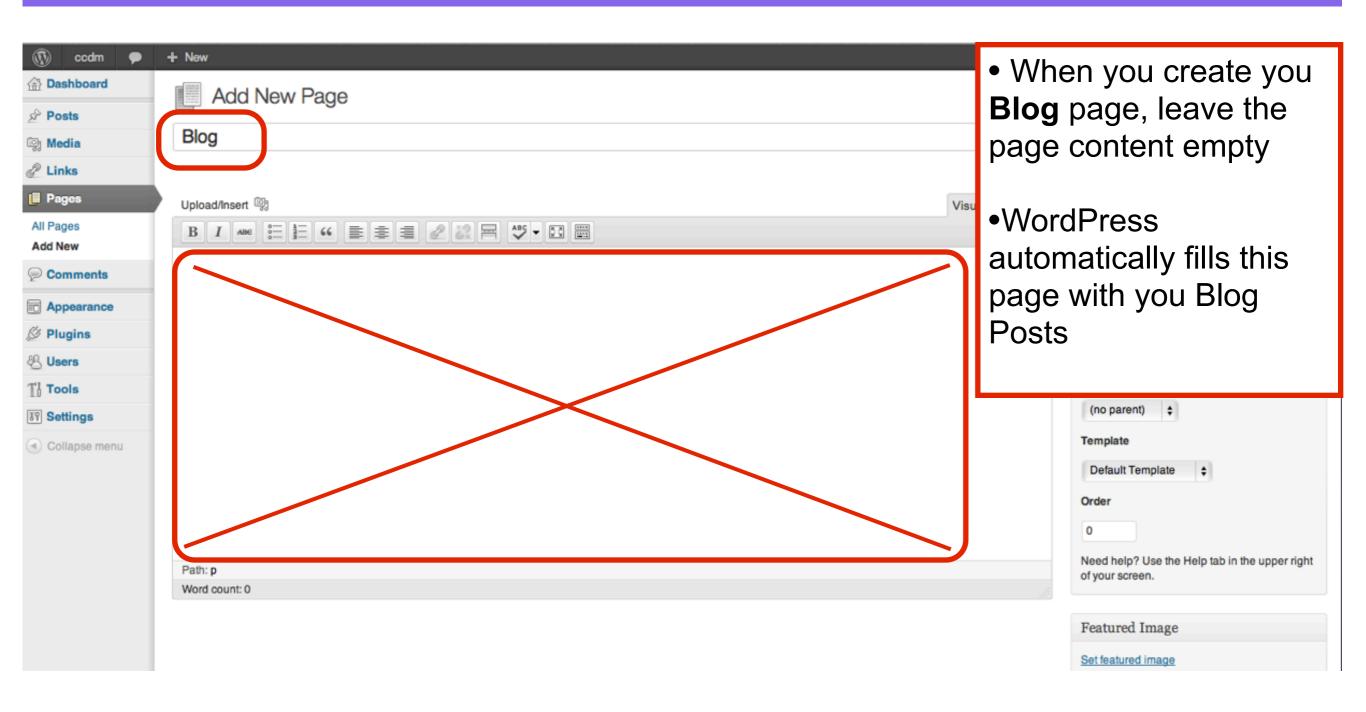
# Create pages



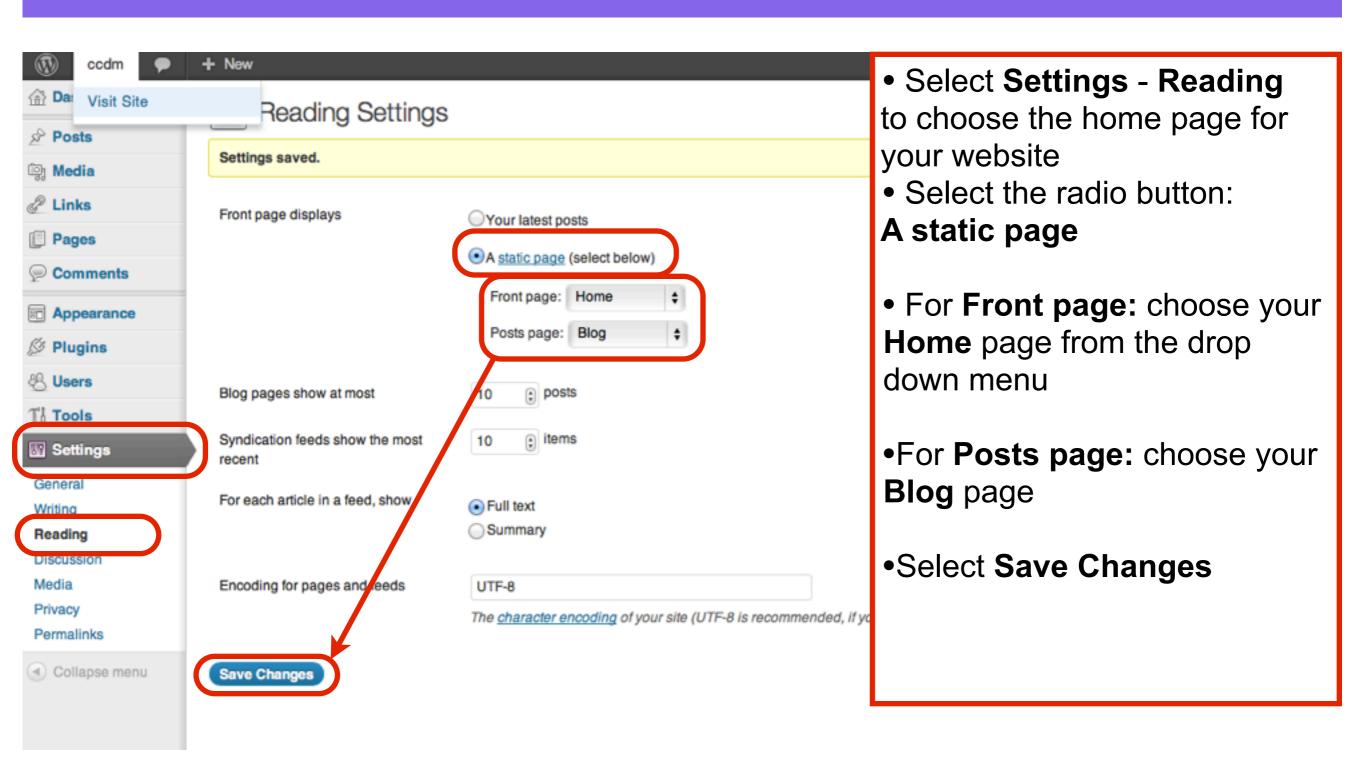
### Create Home page



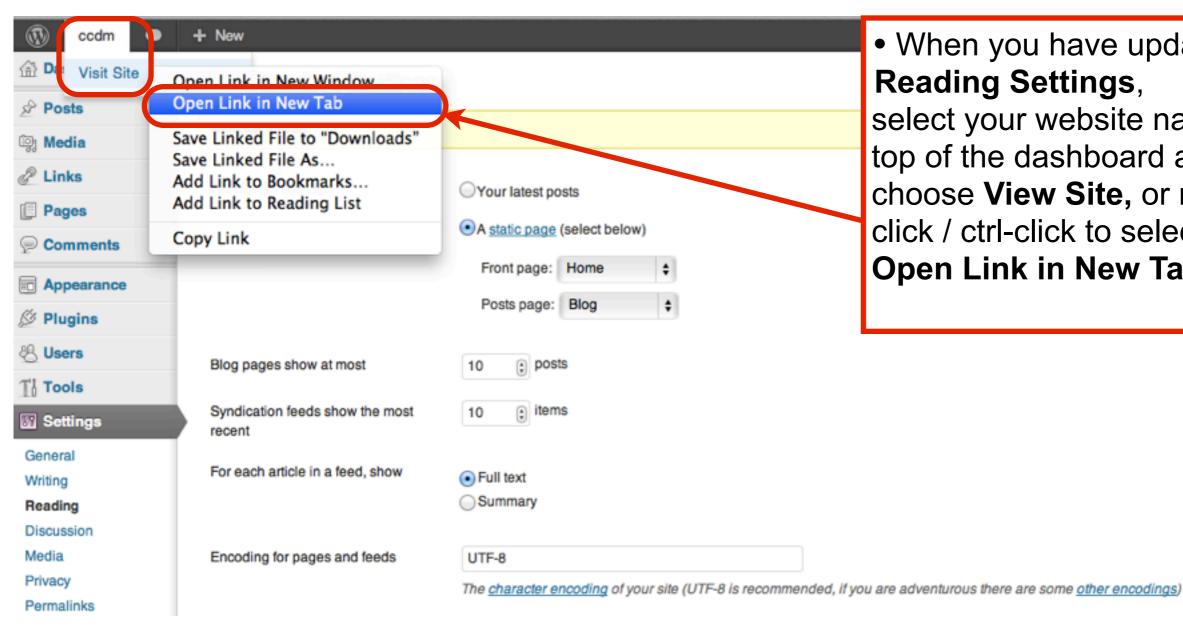
#### Leave Blog page content blank



#### **Change Reading Settings**

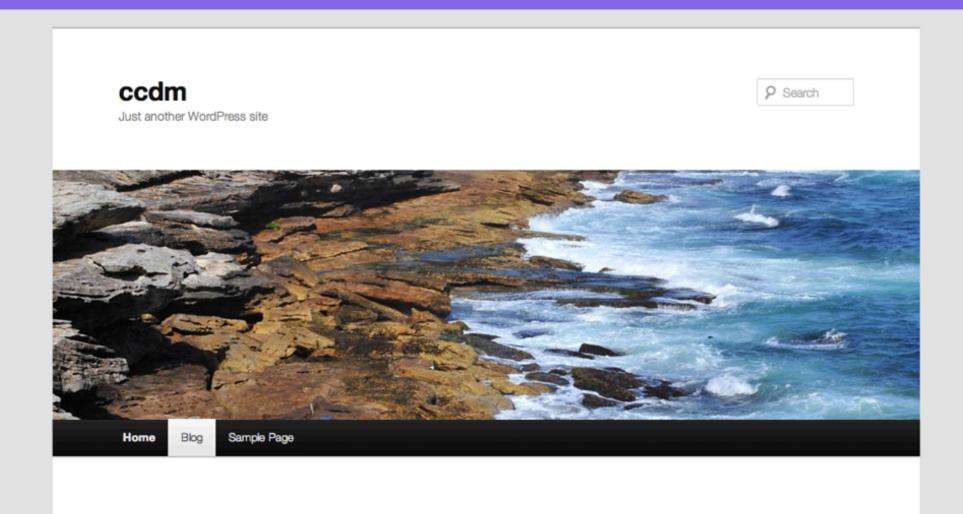


## View your website



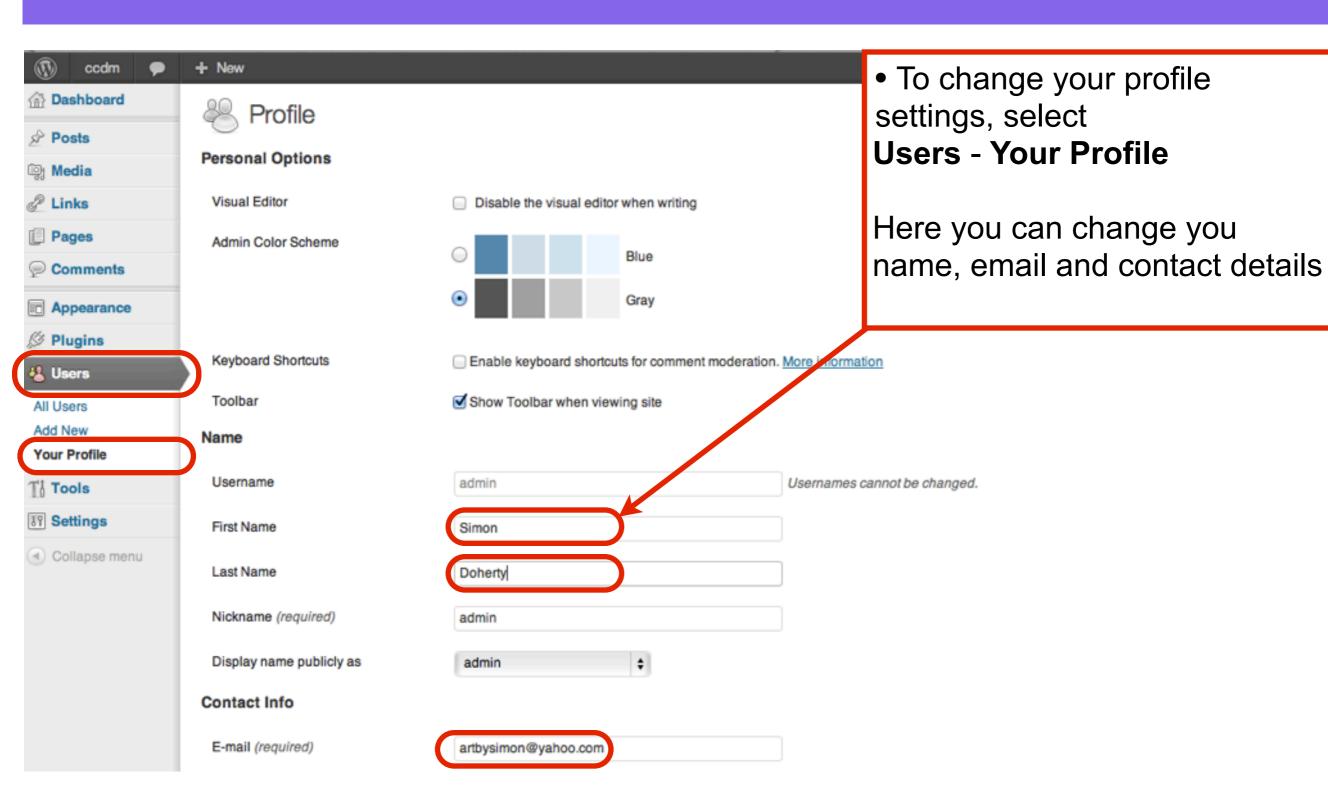
 When you have updated your Reading Settings, select your website name at the top of the dashboard and choose View Site, or right click / ctrl-click to select **Open Link in New Tab** 

#### **Check for Permalink Errors**

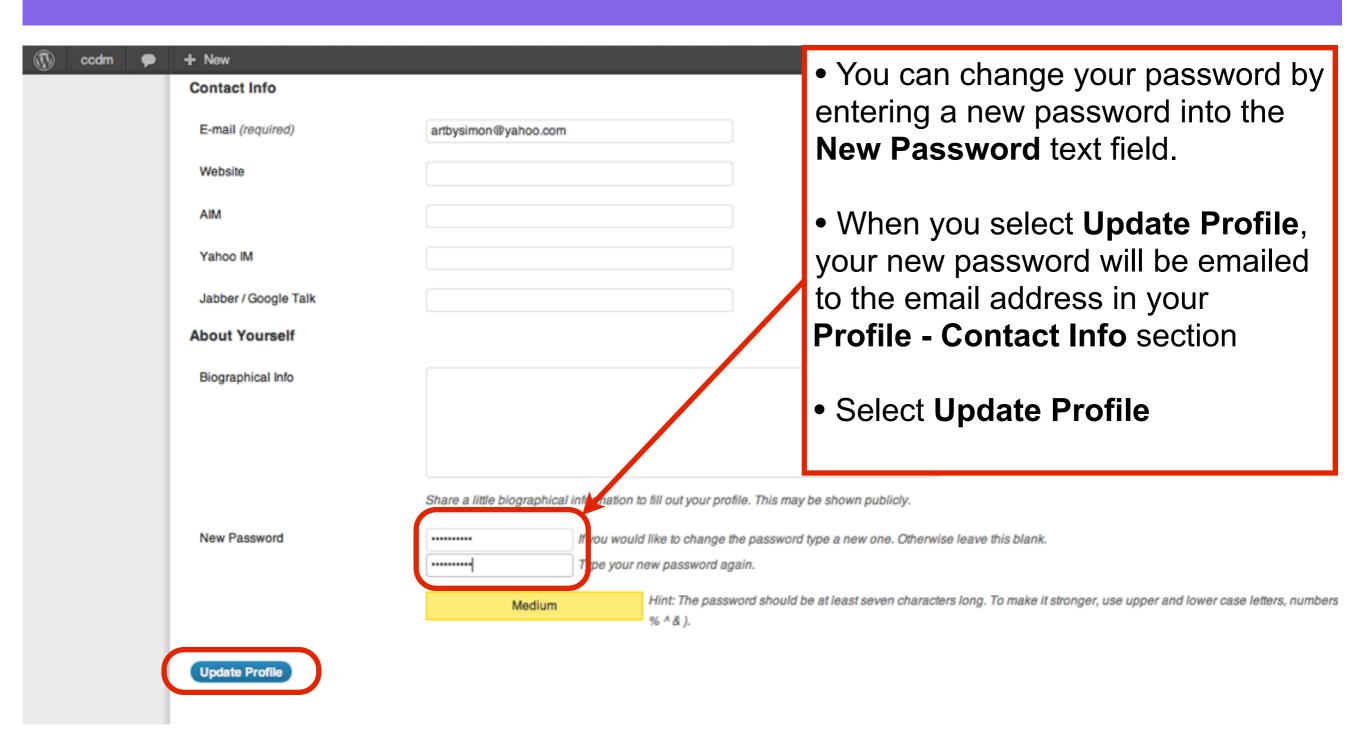


- Check that your **Home** page appears as the first page in your website
- Check that your Blog page is displaying the default blog post "Hello World"
- Check that these pages appear in the menu and that the menu links work

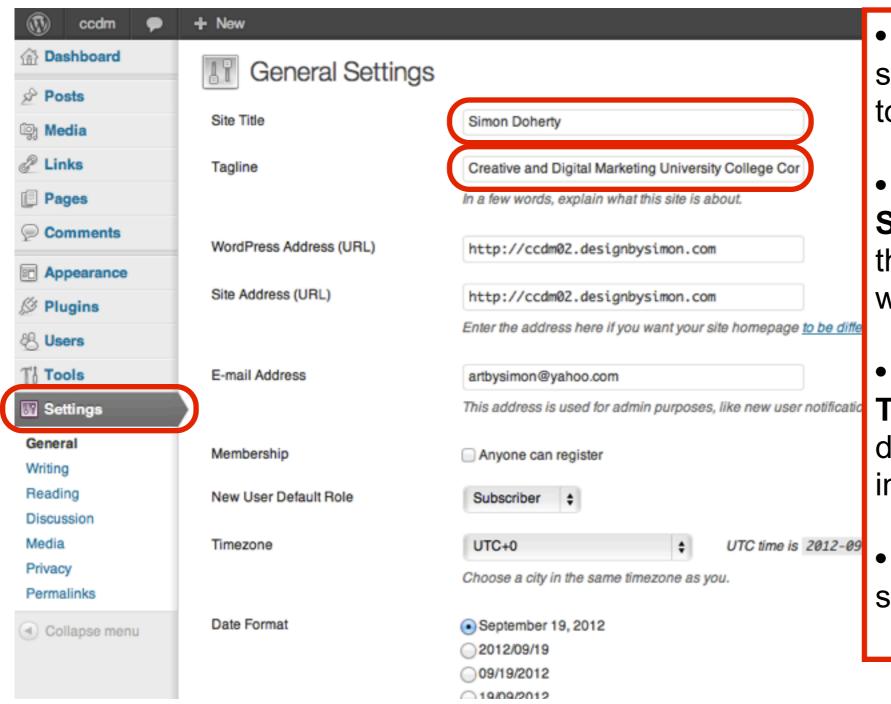
## Change User Details



#### Make a new Password



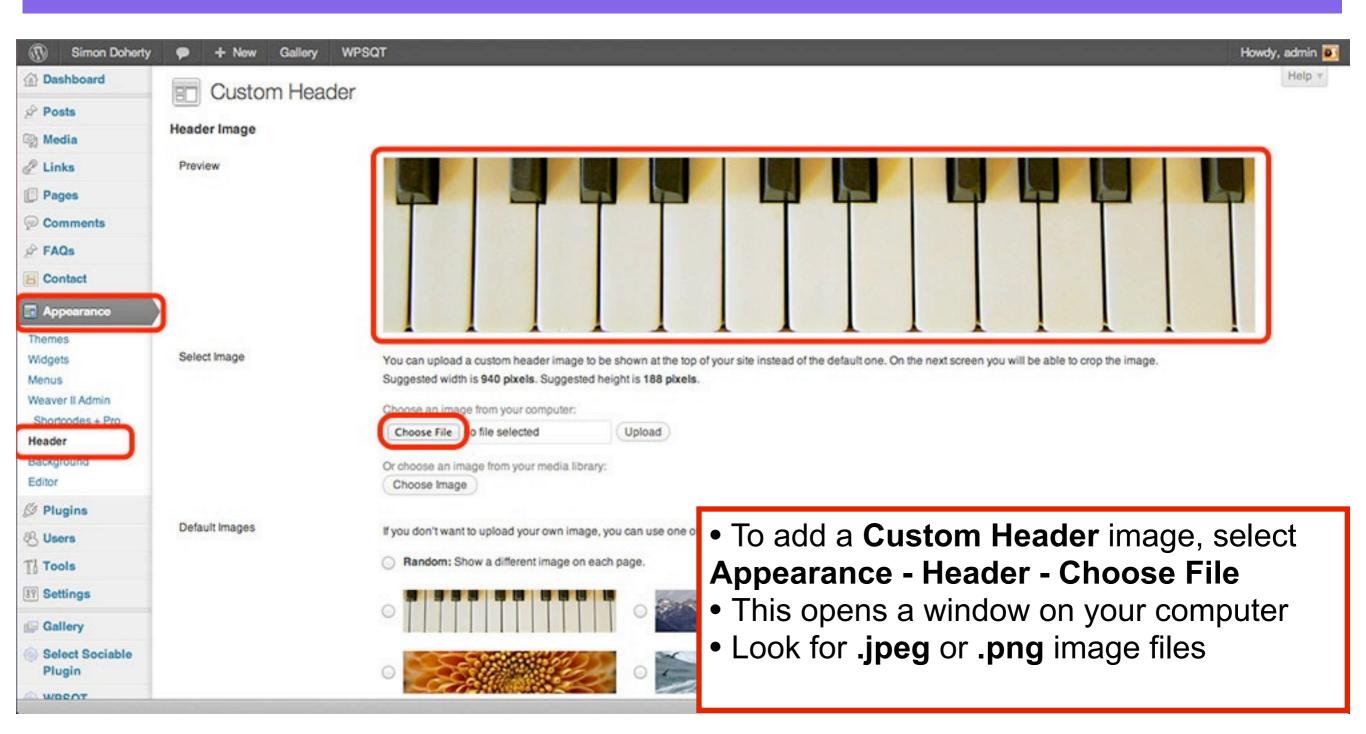
# Title and Tagline



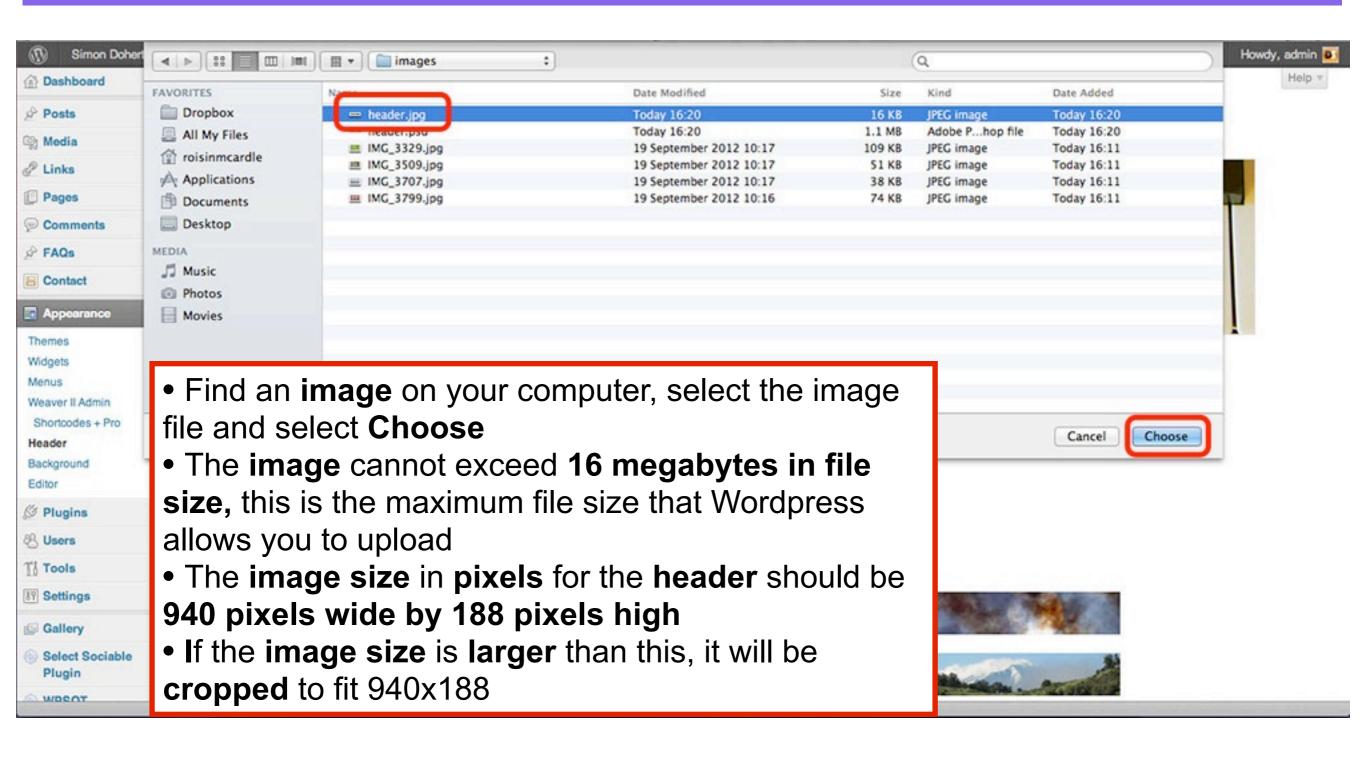
- To change your Site Title, select Settings - General to go to General Settings
- Enter a new title in the **Site Title** text field. This will be the main title displayed in your website header
- Enter a new tagline in the **Tagline** text field. This will be displayed below your main title in your website header
- Select Save Changes to save these changes



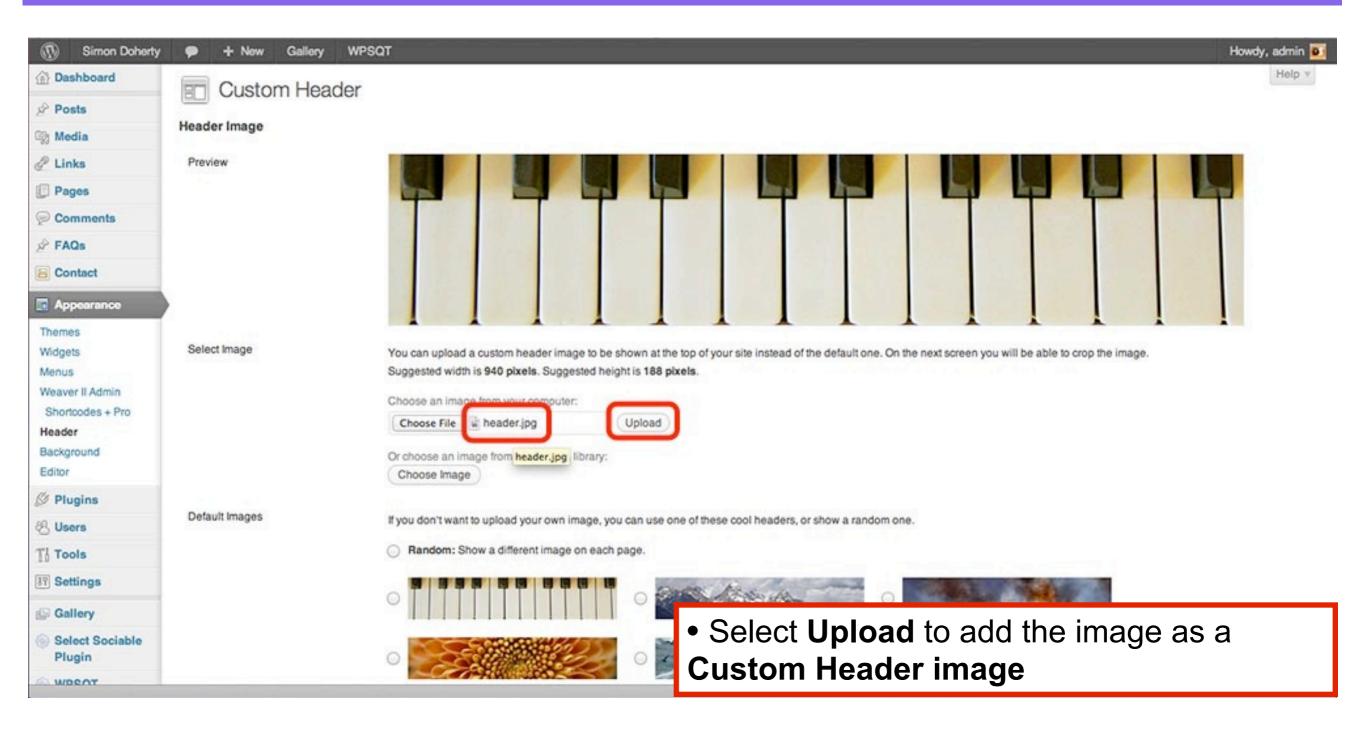
#### Add a Custom Header image



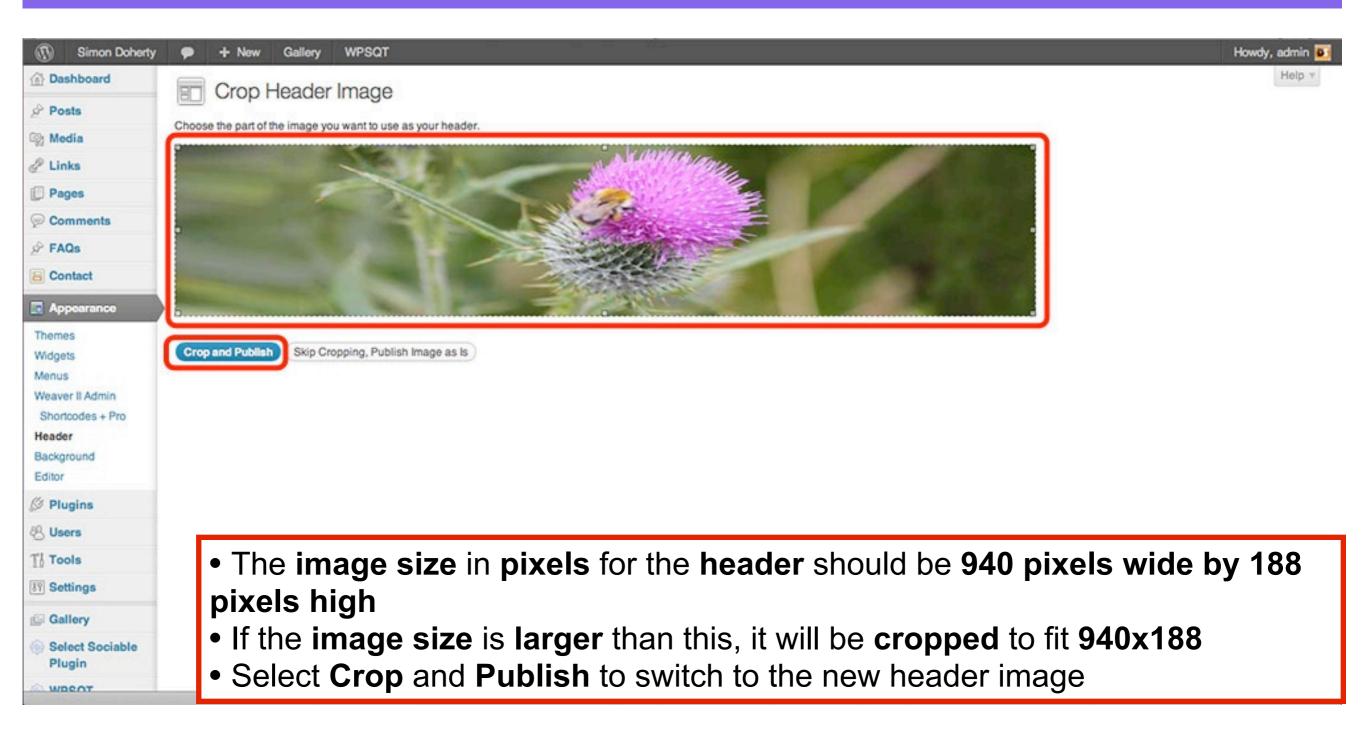
#### Choose an image from your computer



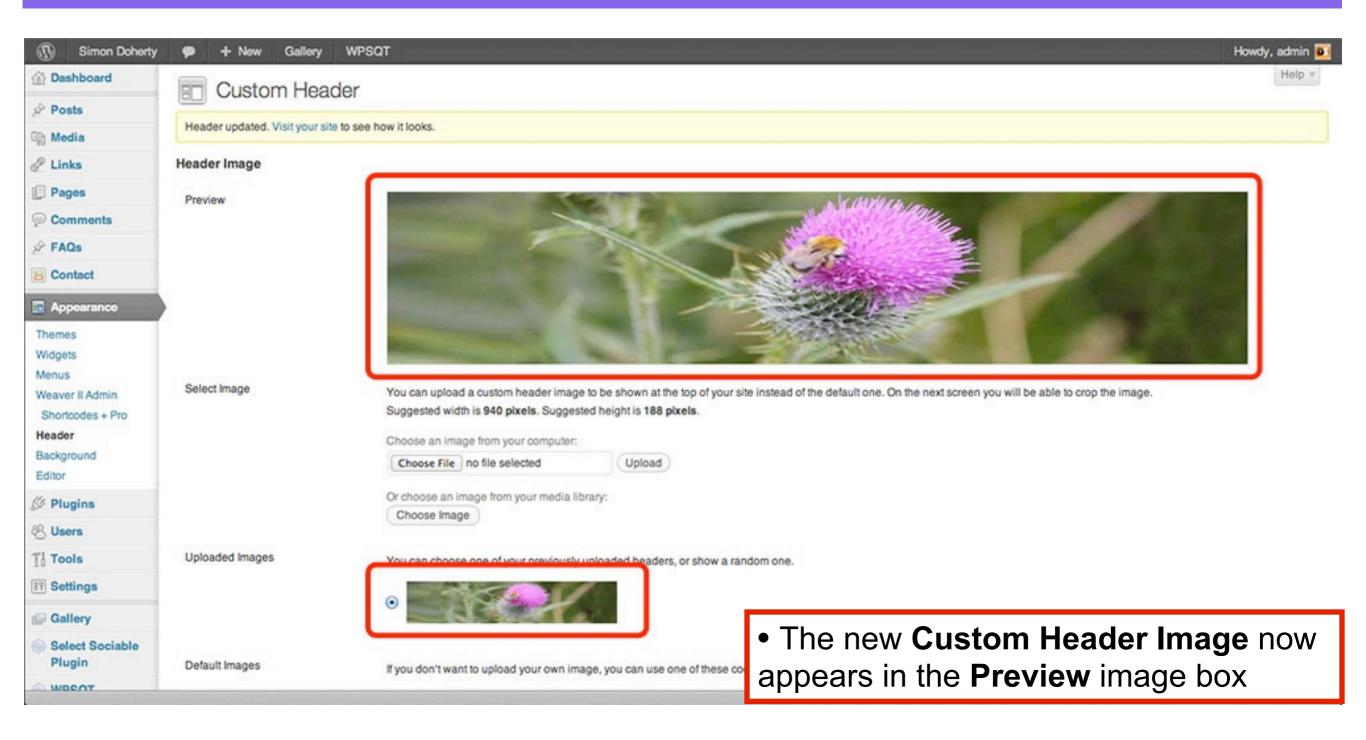
### Select Upload



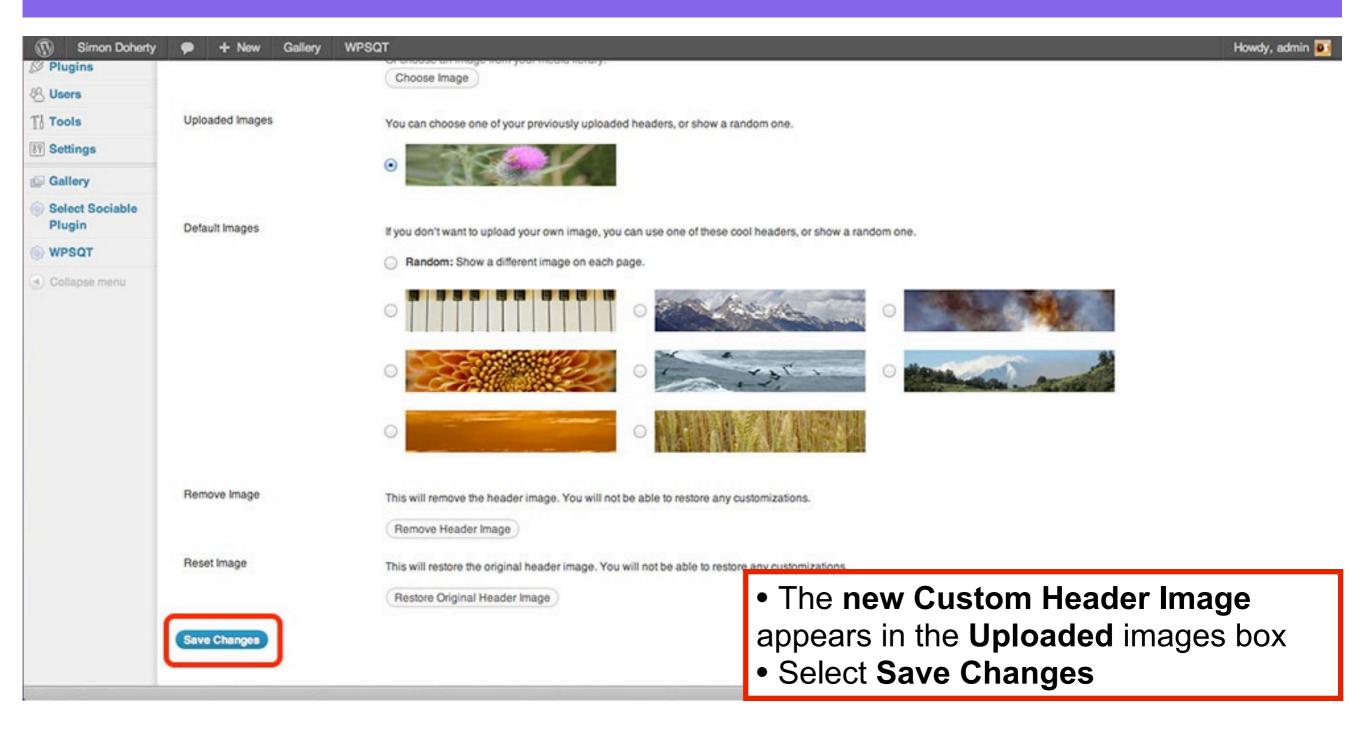
#### Select Crop and Publish



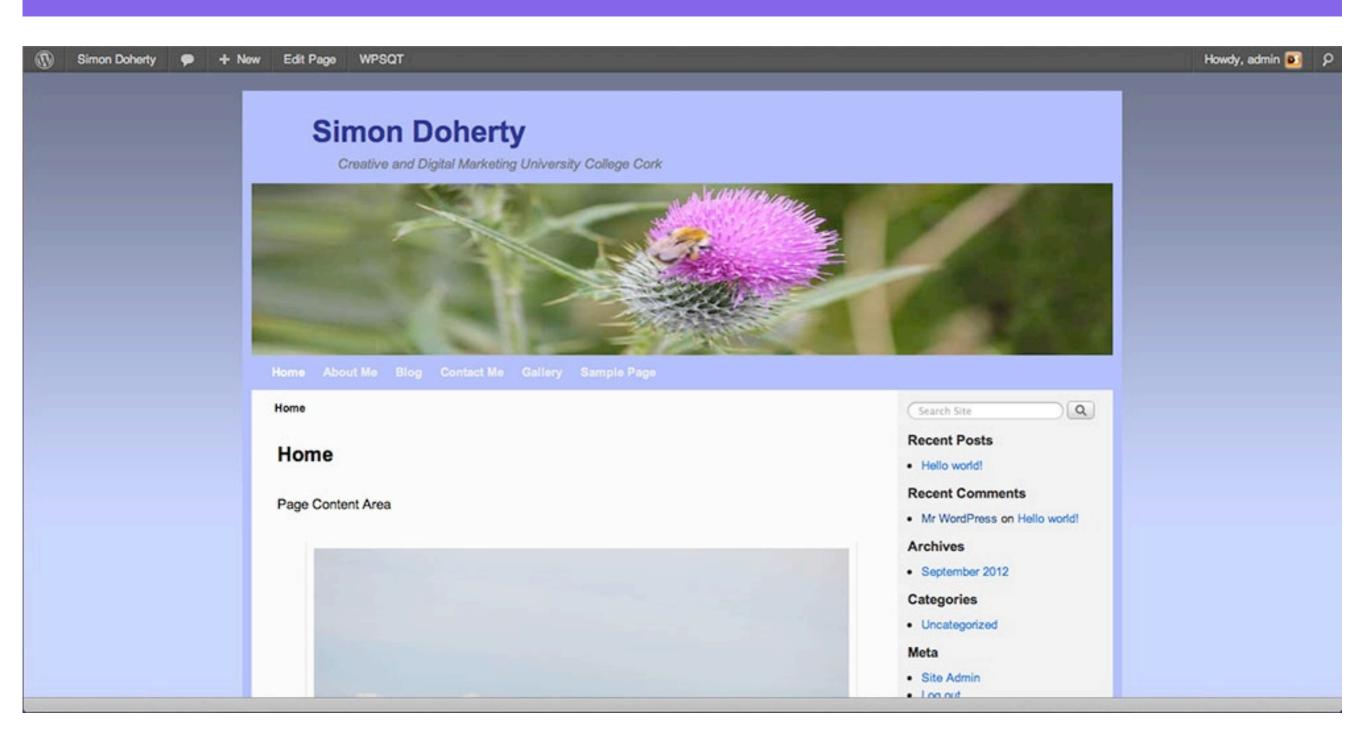
### The Header image is updated



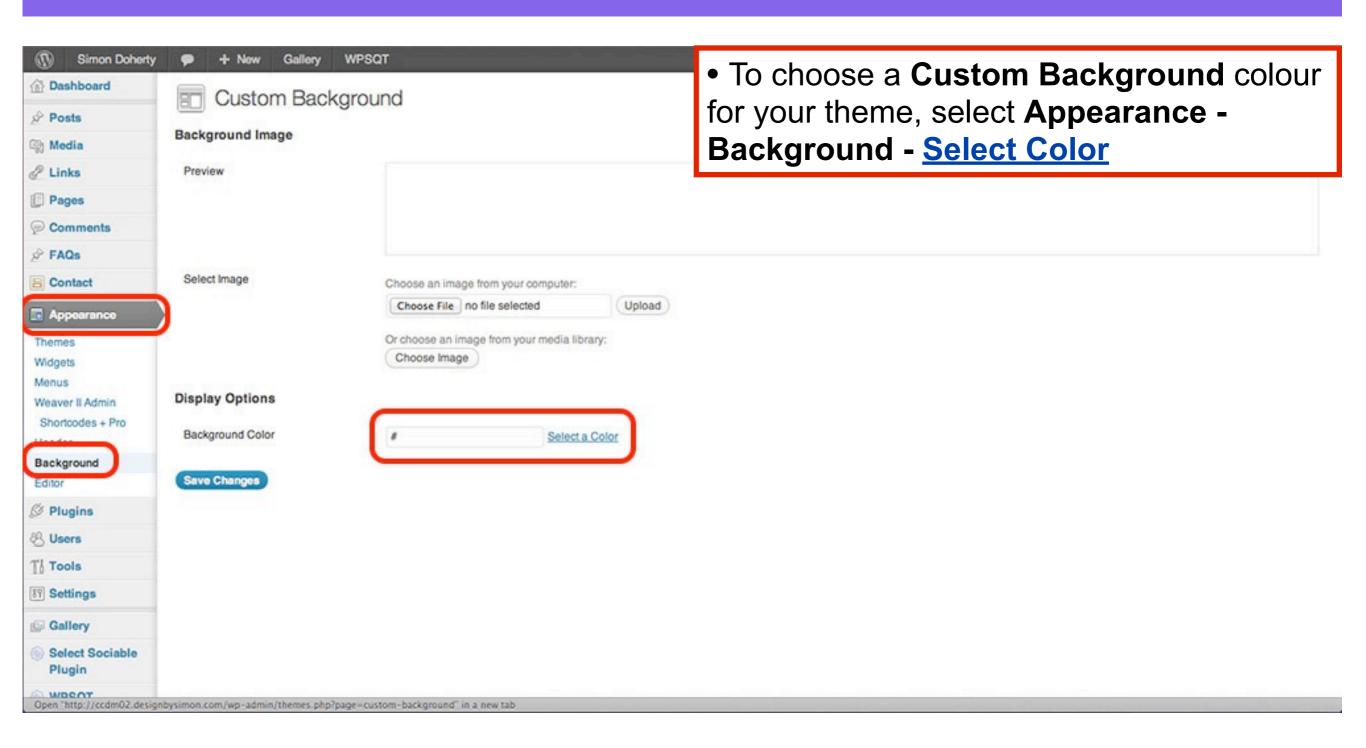
### Save the Changes



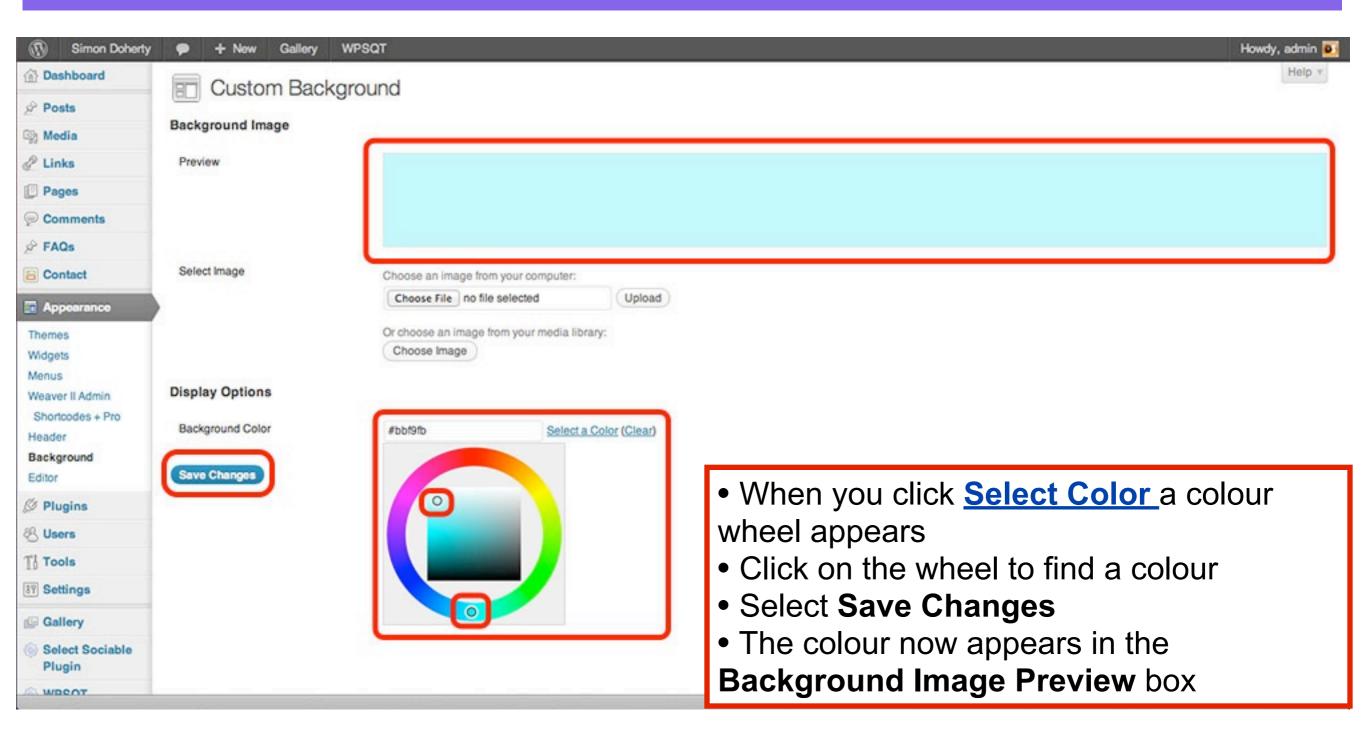
### View your new Header image



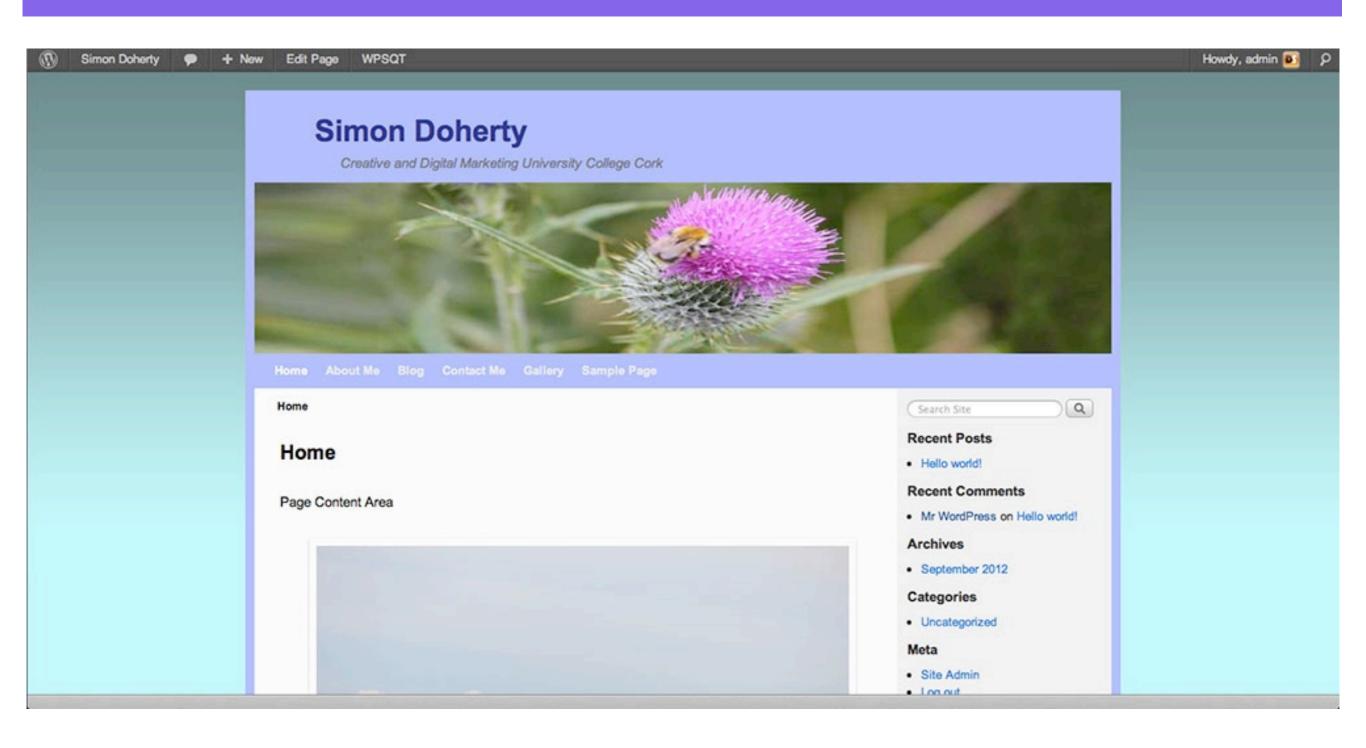
#### Add a Custom Background colour



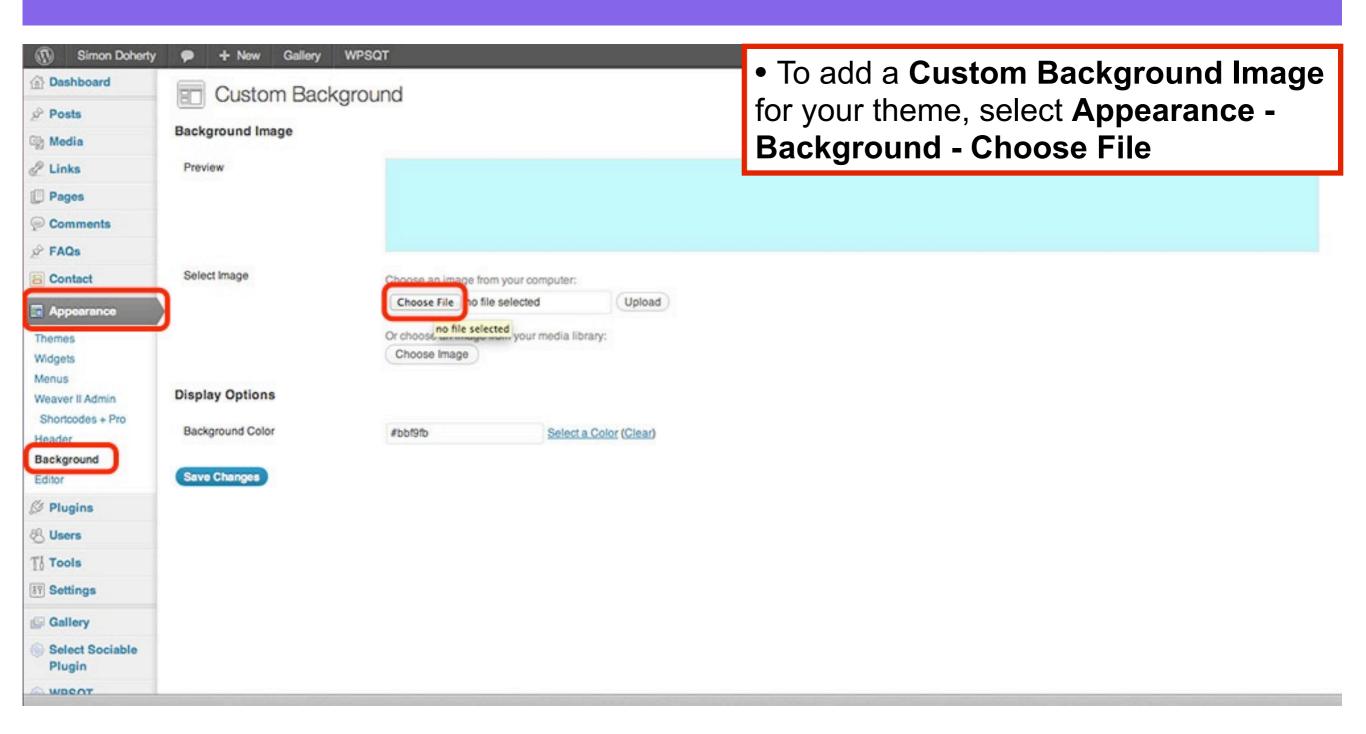
#### Select Color



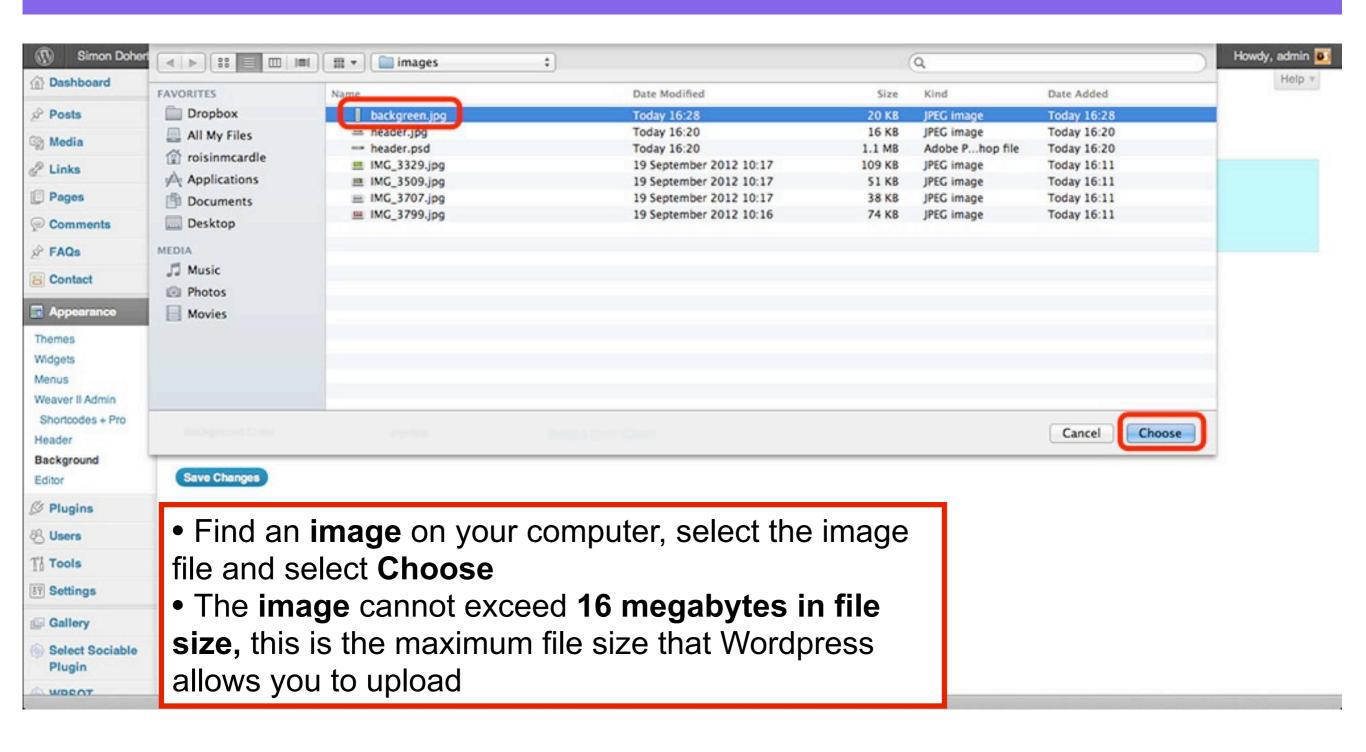
#### View your new Custom Background colour



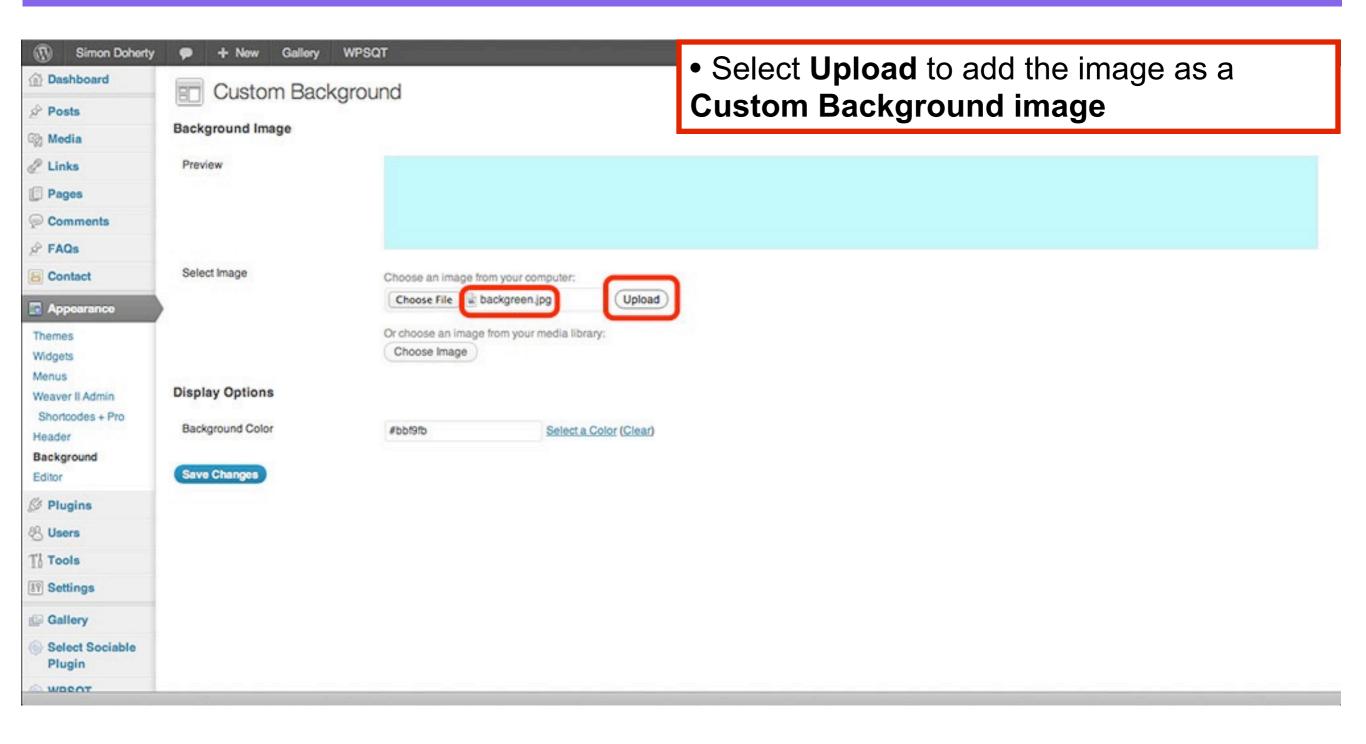
#### Add a Custom Background Image



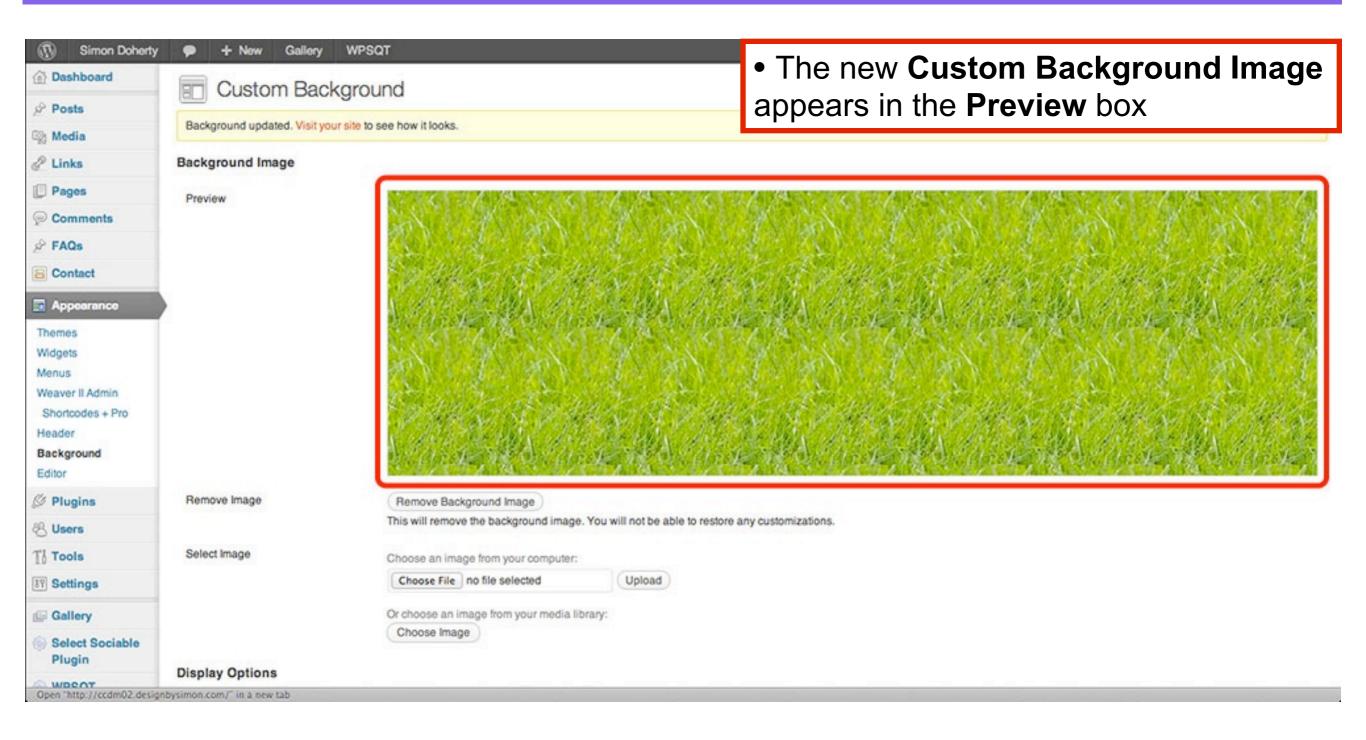
#### Choose an image from your computer



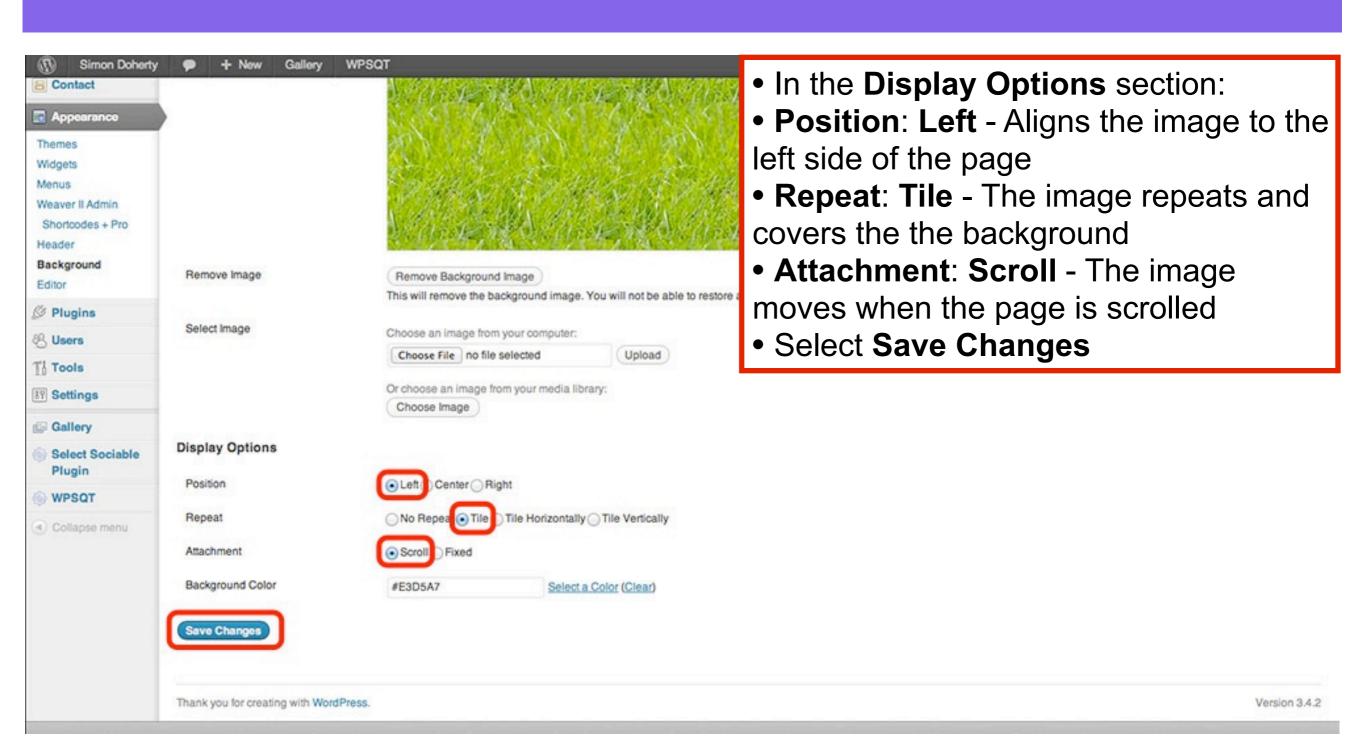
### Select Upload



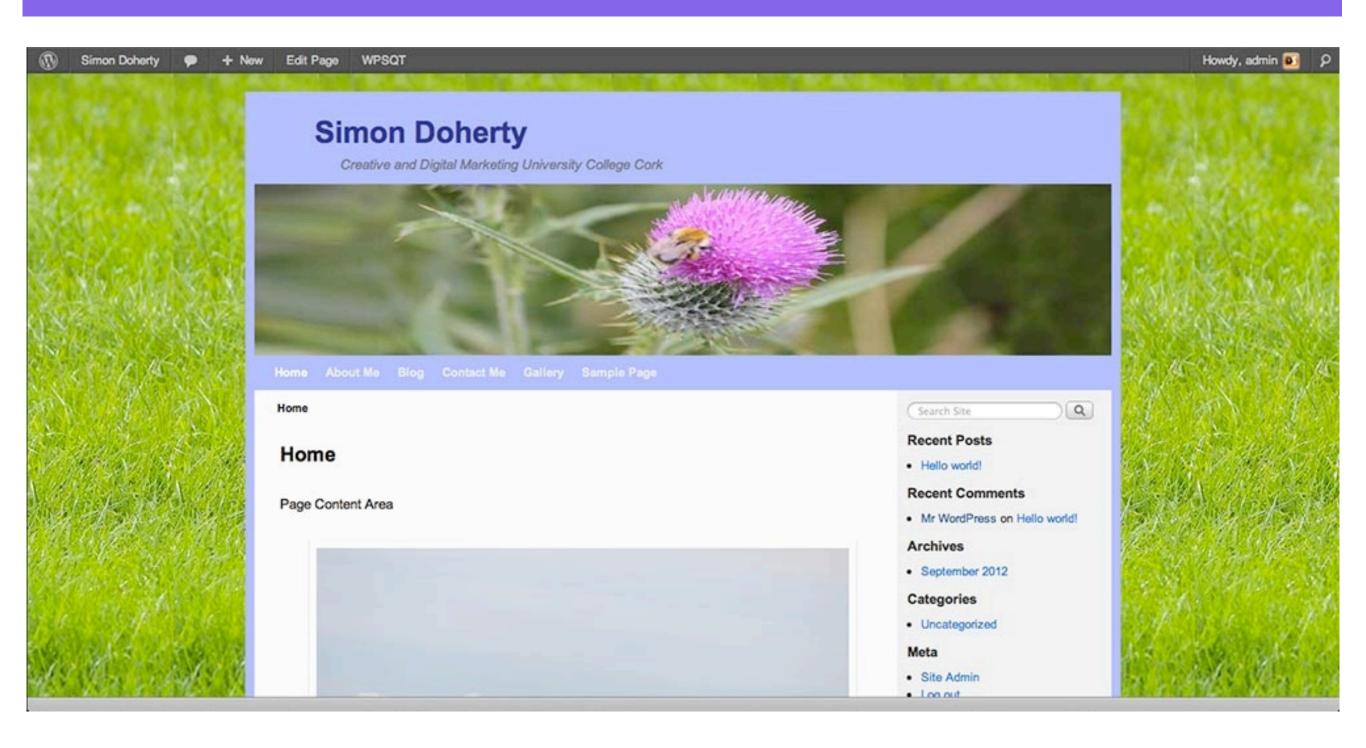
#### The Custom Background Image is updated



#### Save Background Image

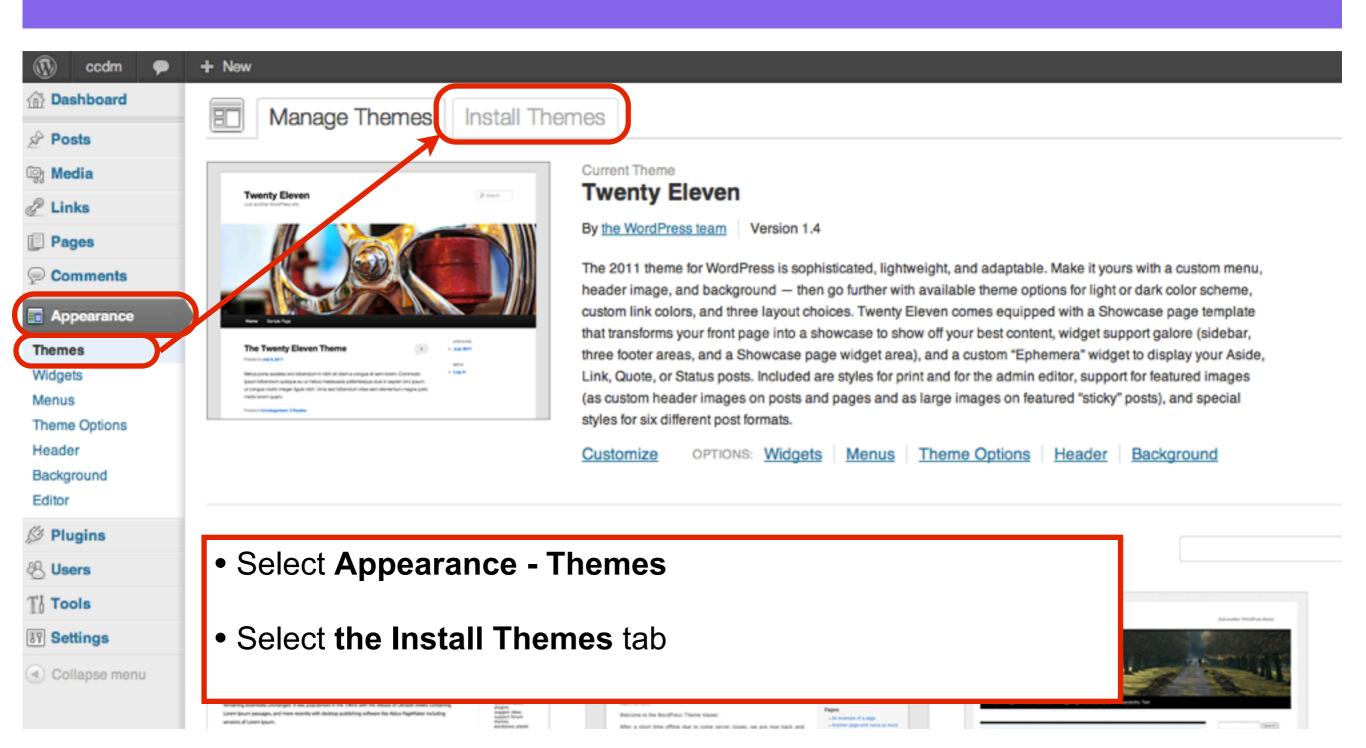


#### View your new Custom Background image

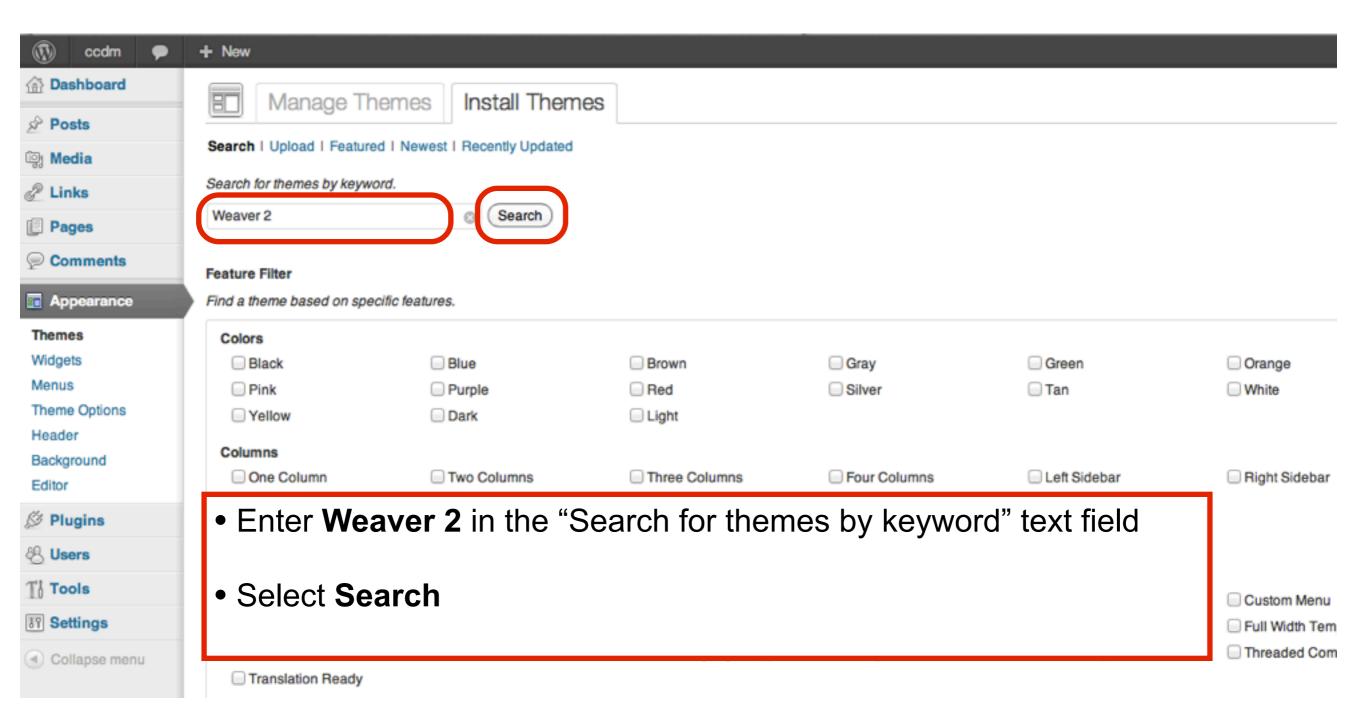


# Themes

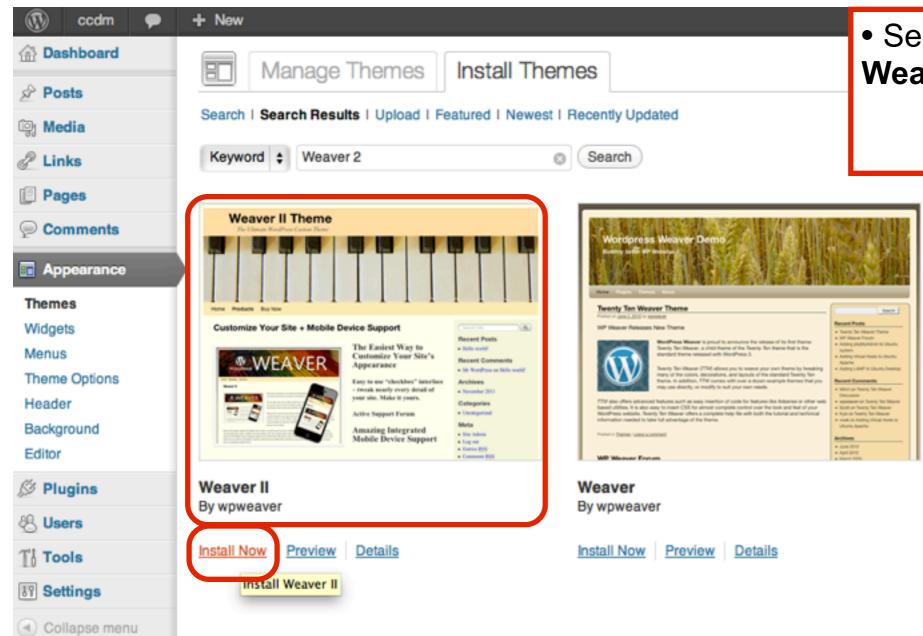
### Choose a Theme



#### Search for Weaver II



### Install Weaver II



Select Install Now below the Weaver II Theme

### Activate the Theme



Editor

Plugins

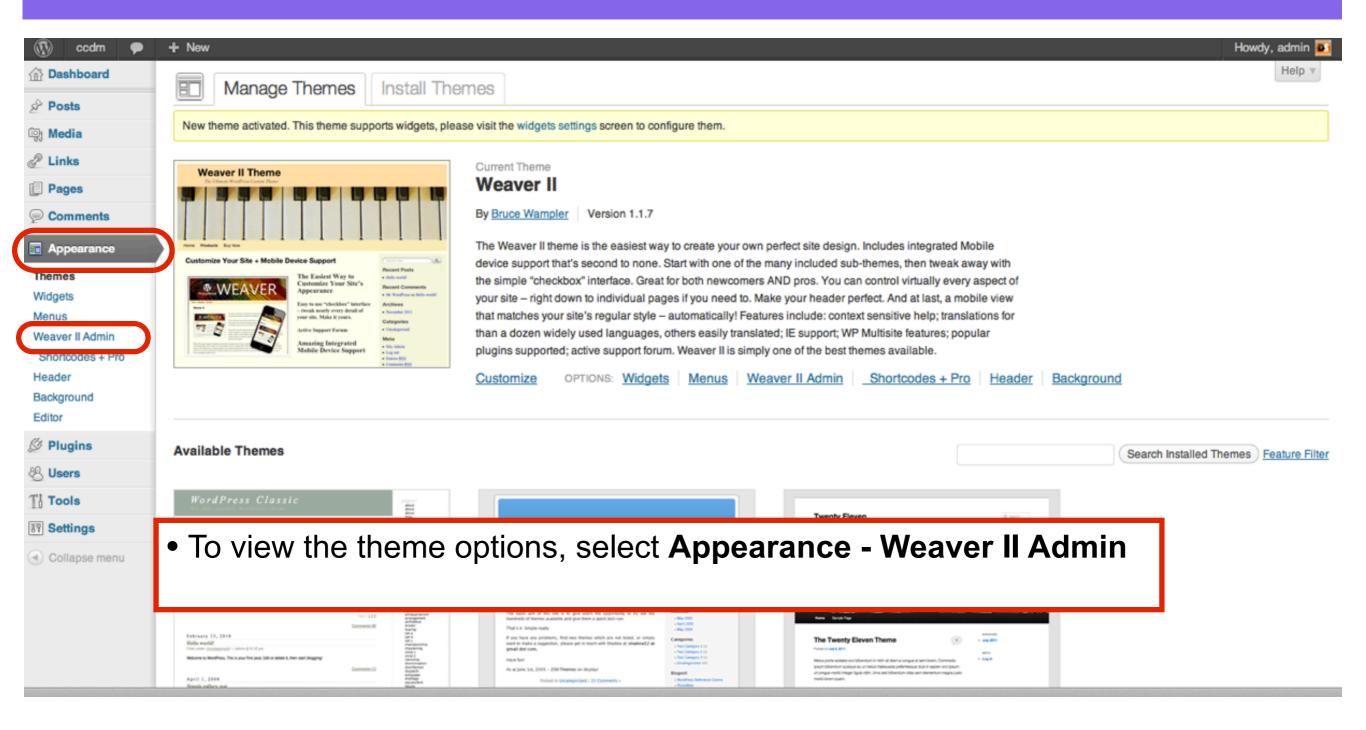
Users

Th Tools

37 Settings

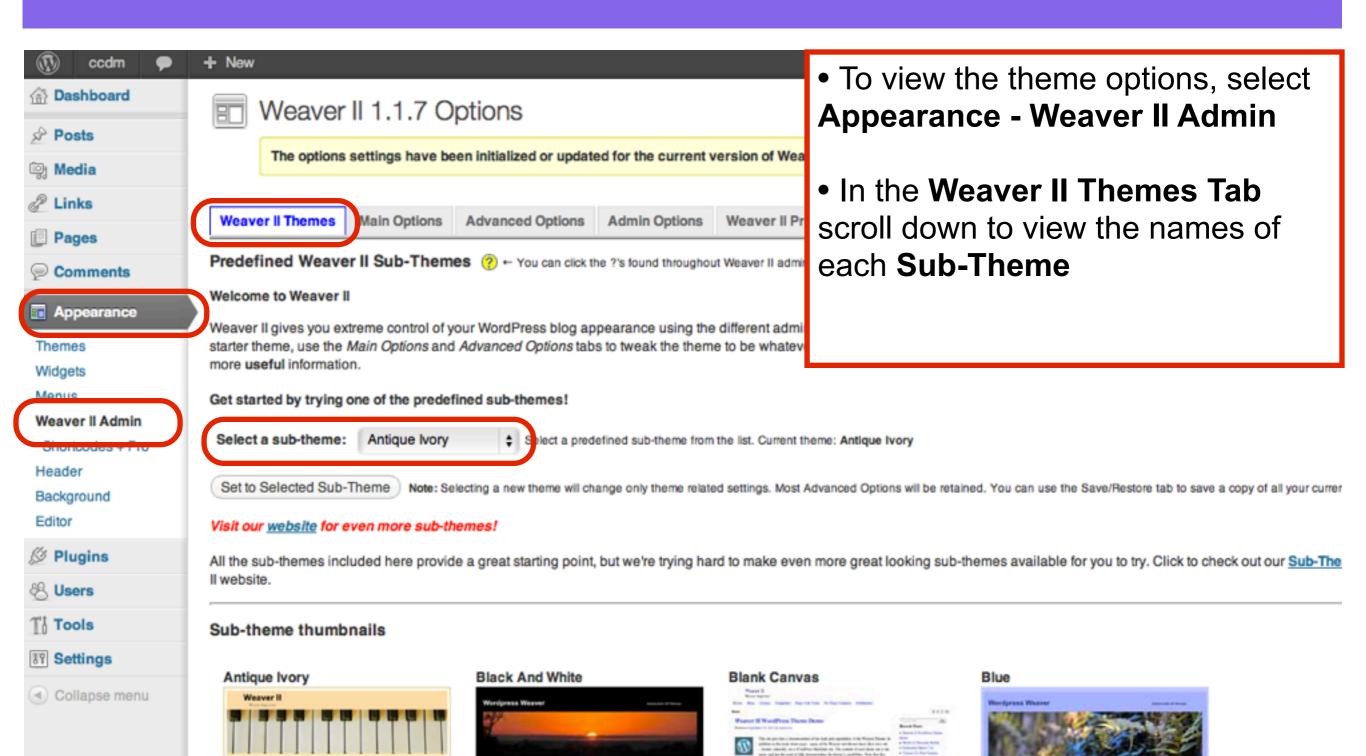
Collapse menu

### View the new Theme

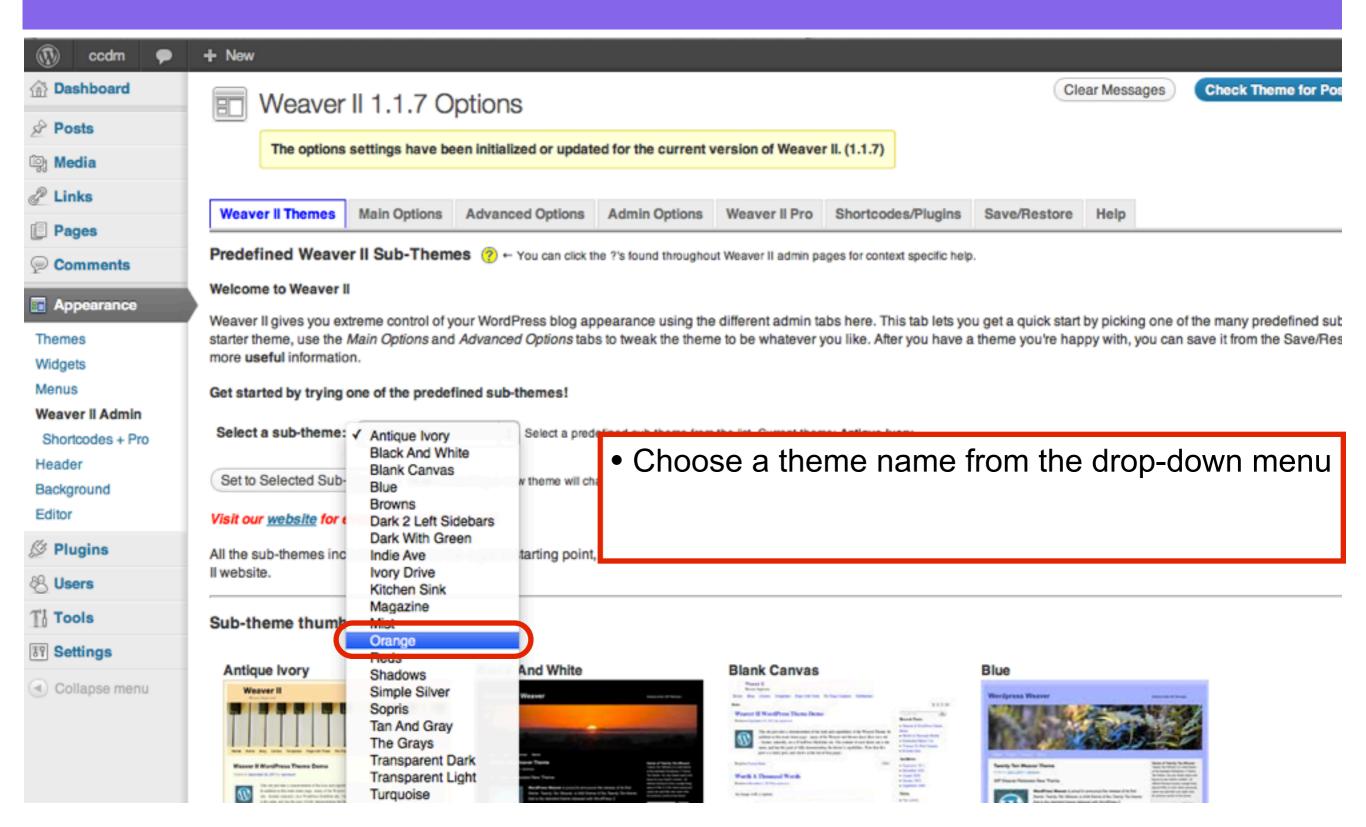


### Weaver 2 Admin

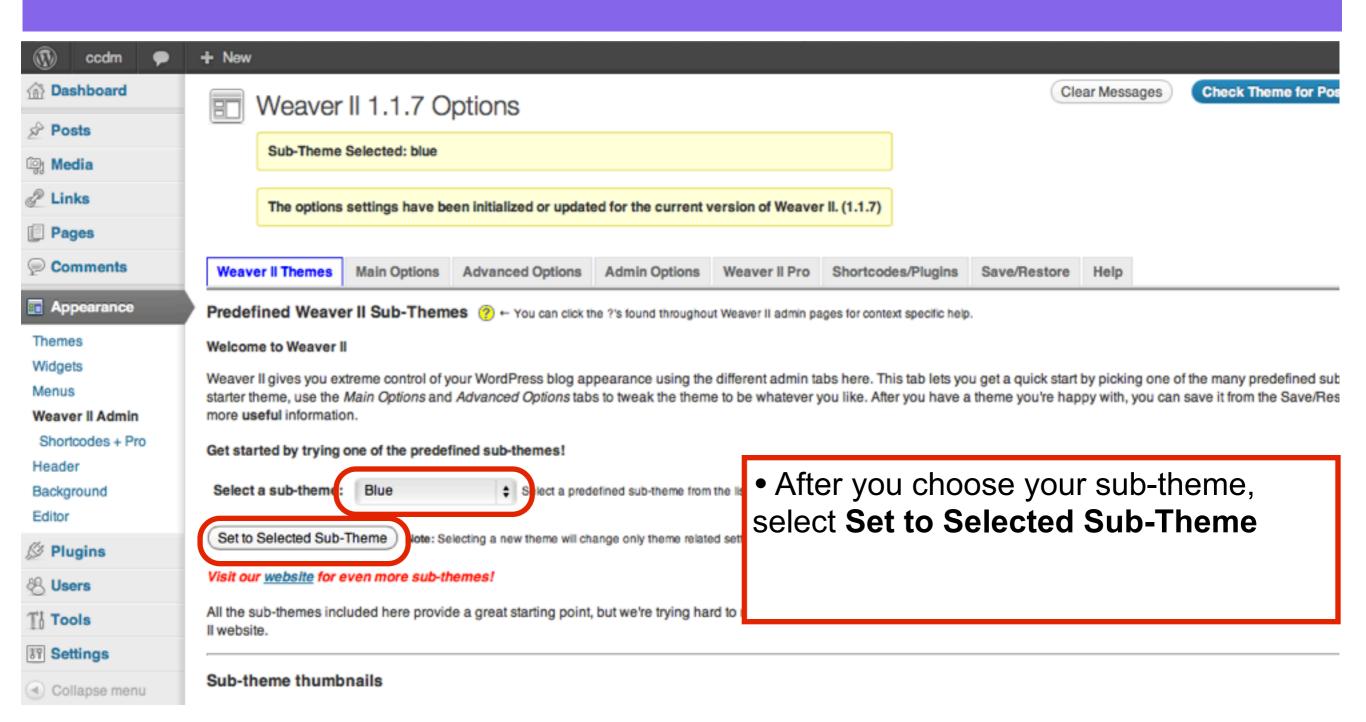
### Choose a Sub-Theme



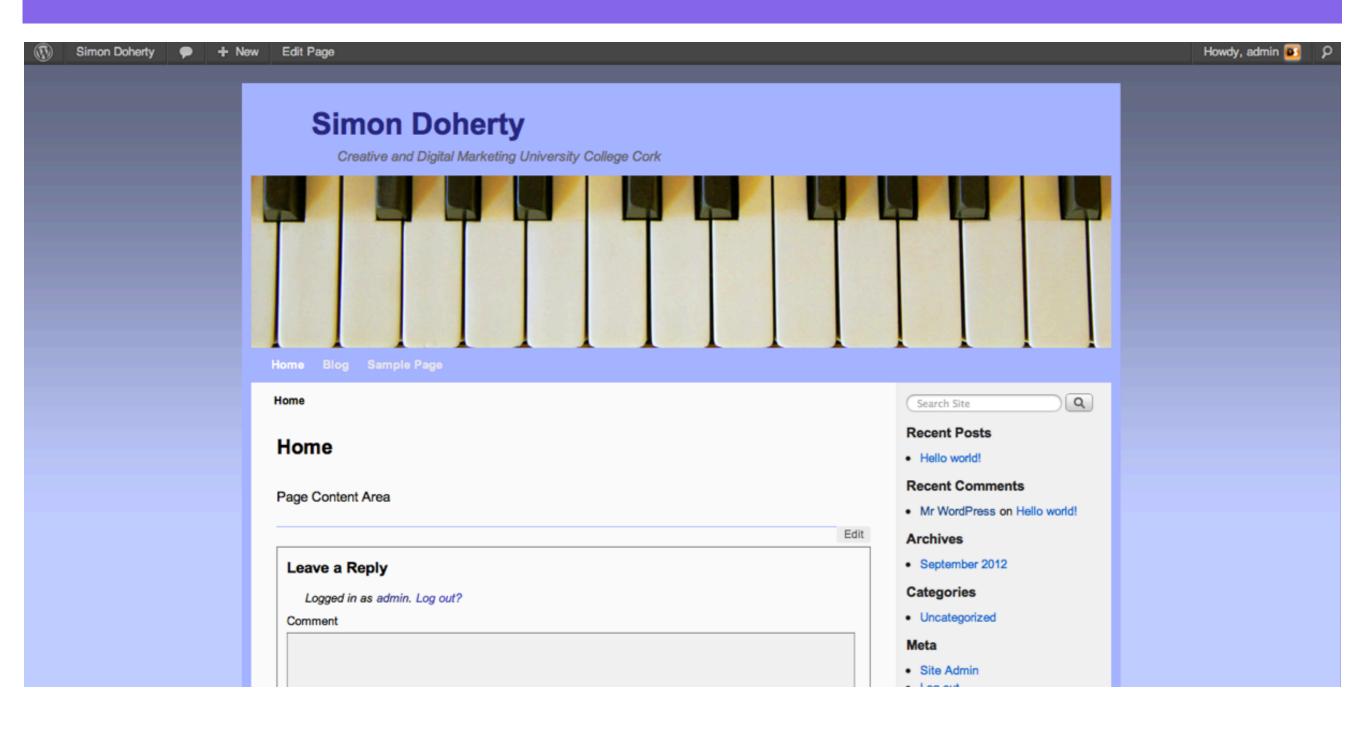
#### **Browse the Sub-Themes**



#### Set to Selected Sub-Theme

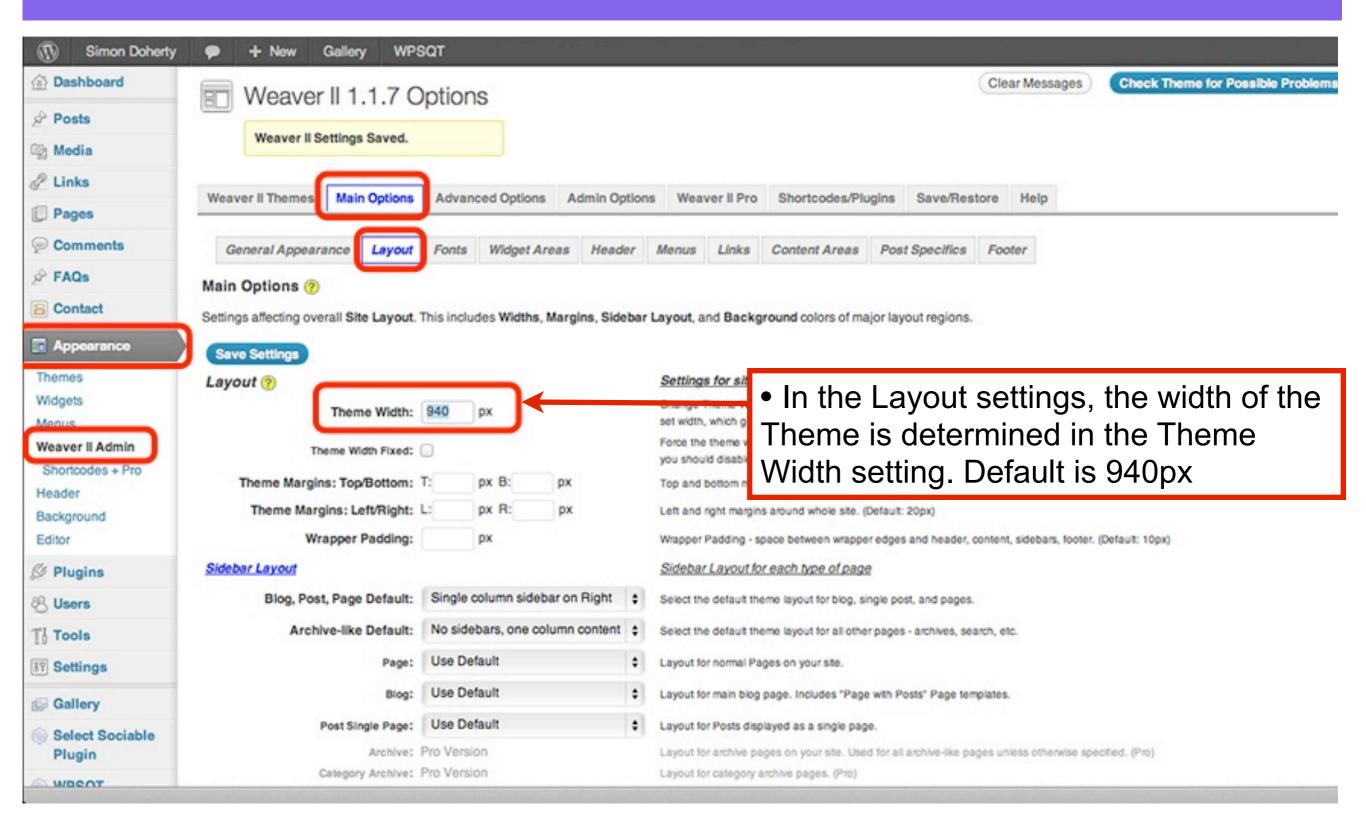


### View your new Theme

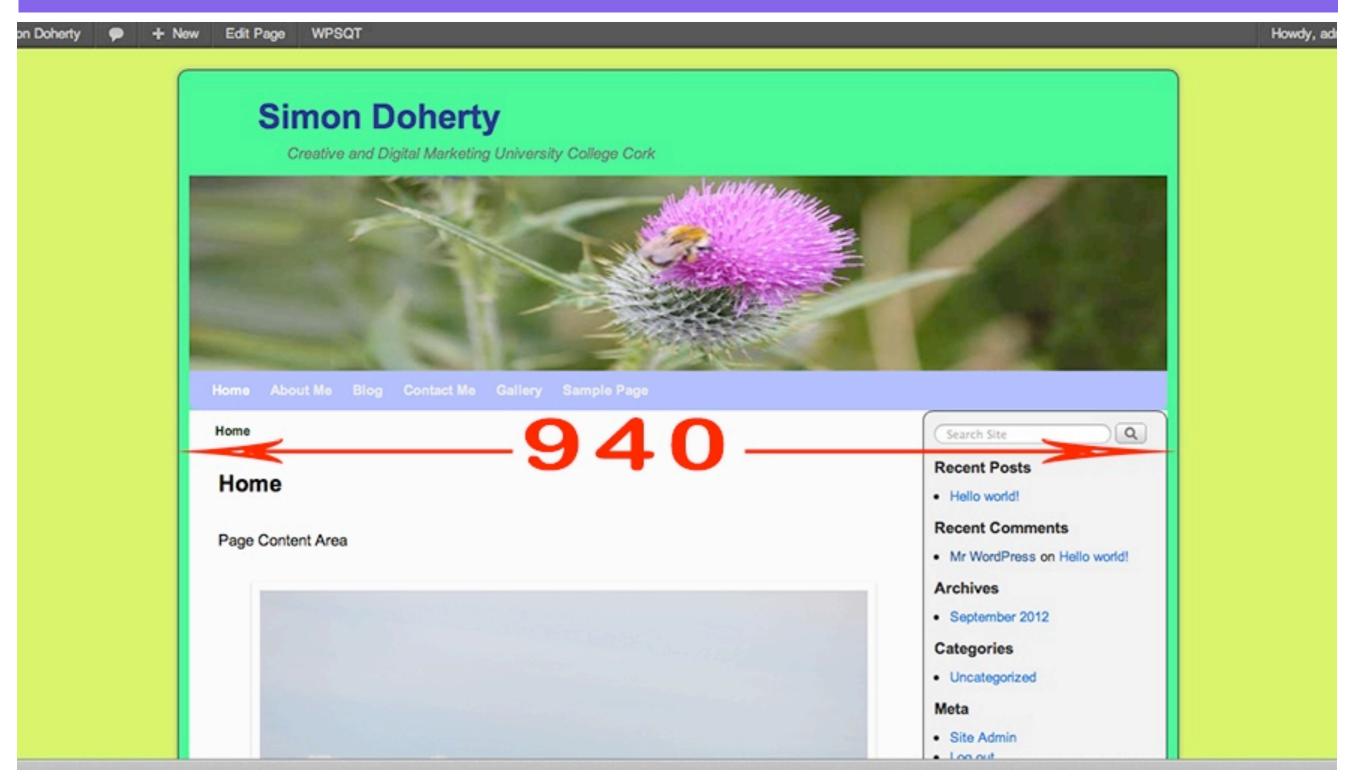


### Weaver 2 Layout Settings

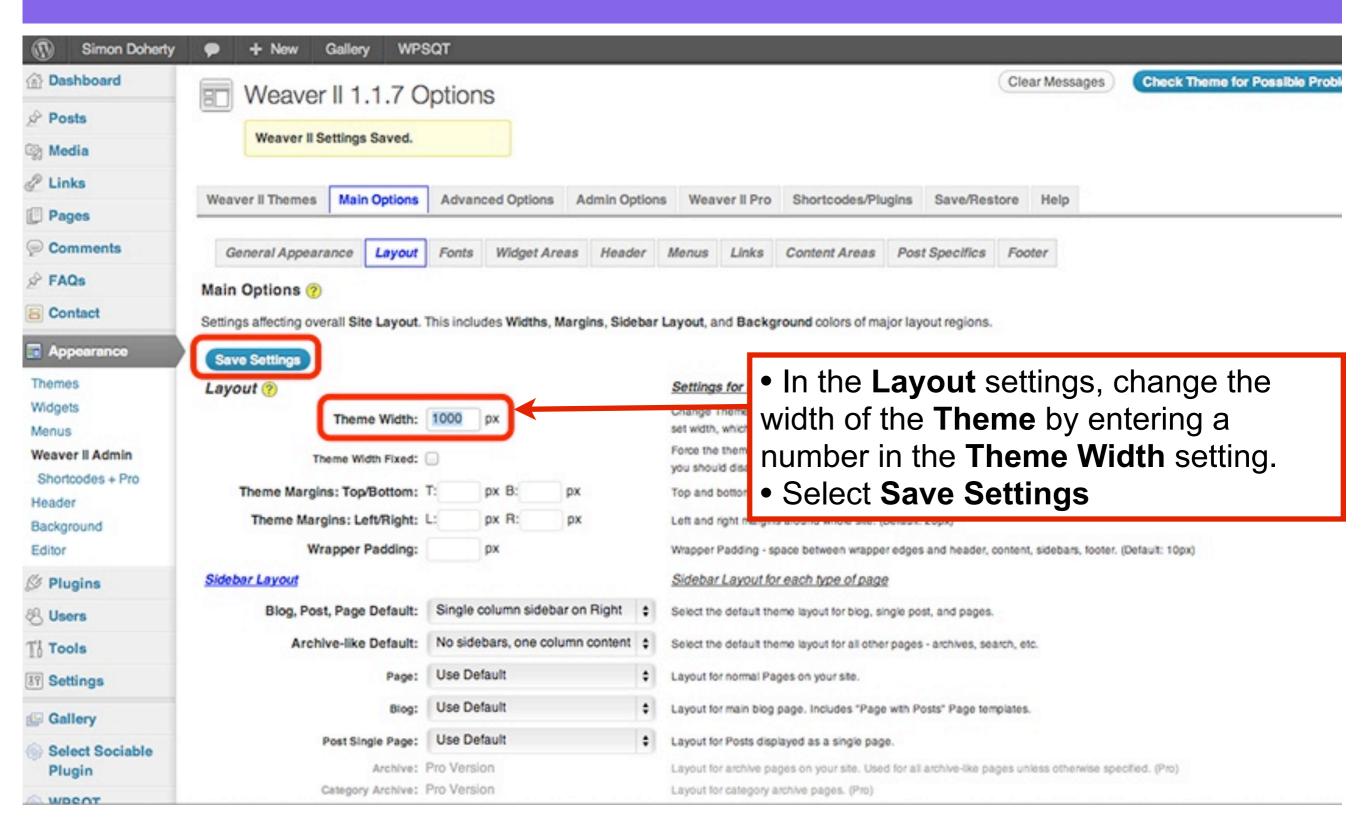
# Select Appearance - Weaver 2 Admin - Main Options - Layout



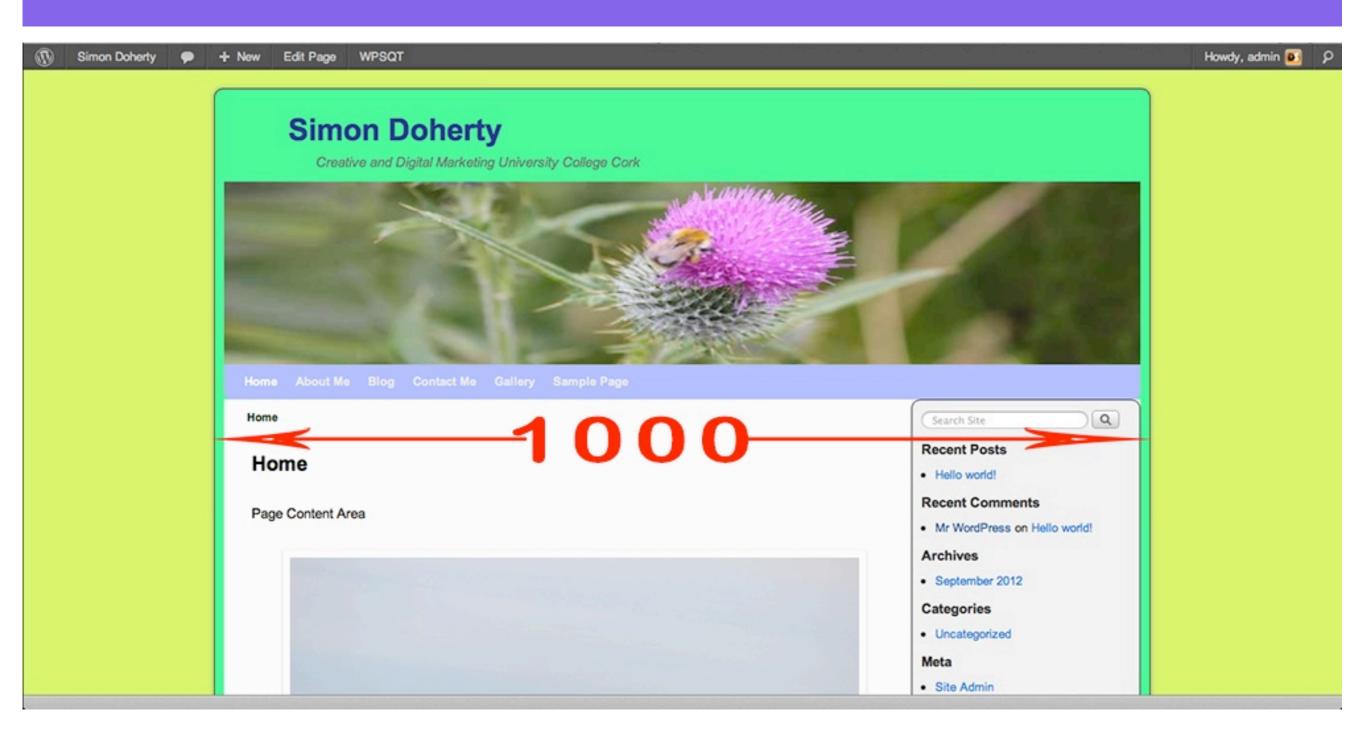
# The Theme Width default is 940 pixels wide



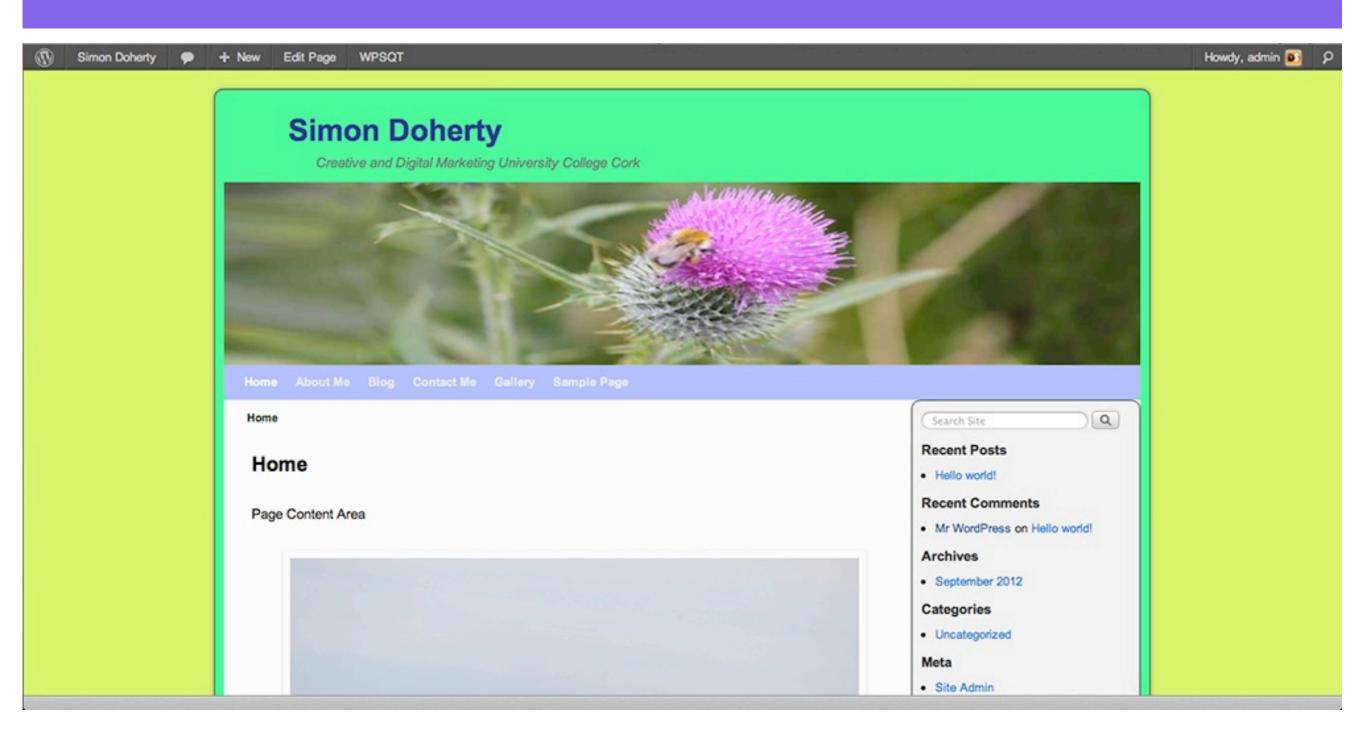
# Select Appearance - Weaver 2 Admin - Main Options - Layout



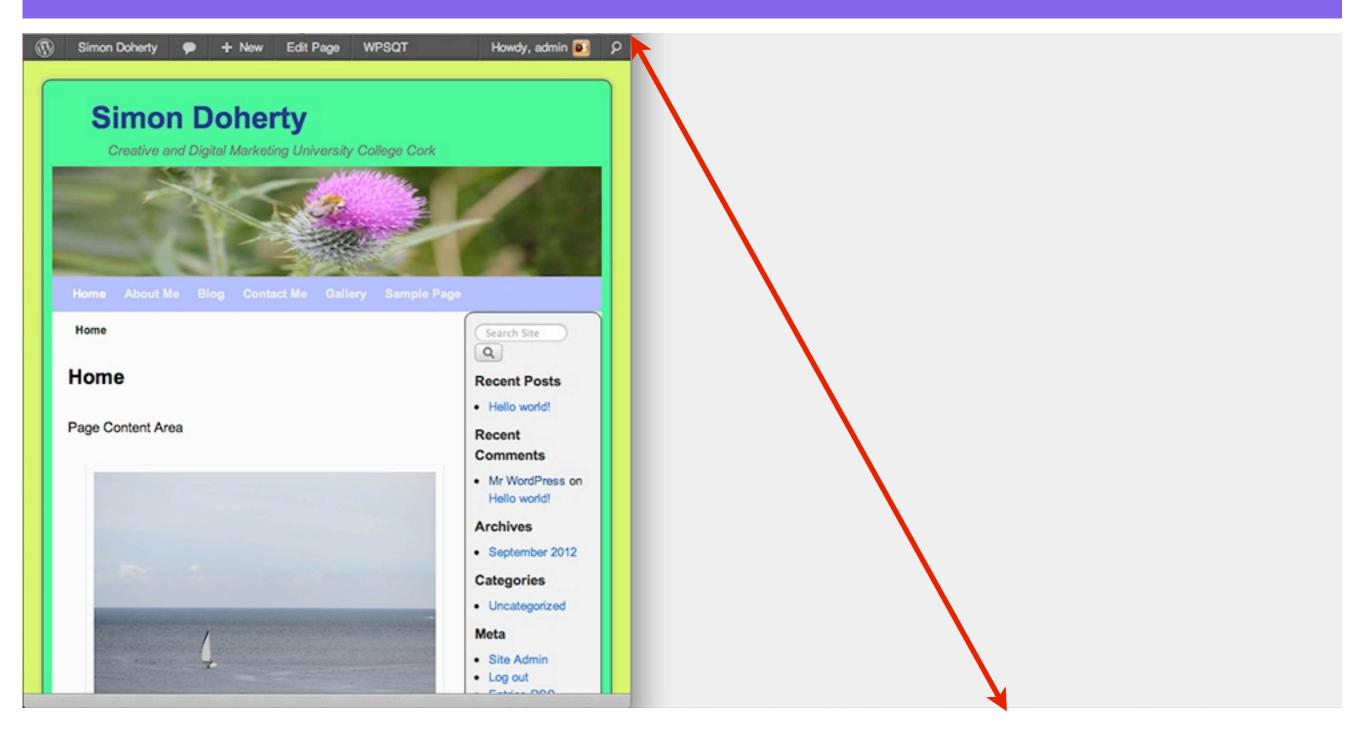
#### The Theme Width is changed



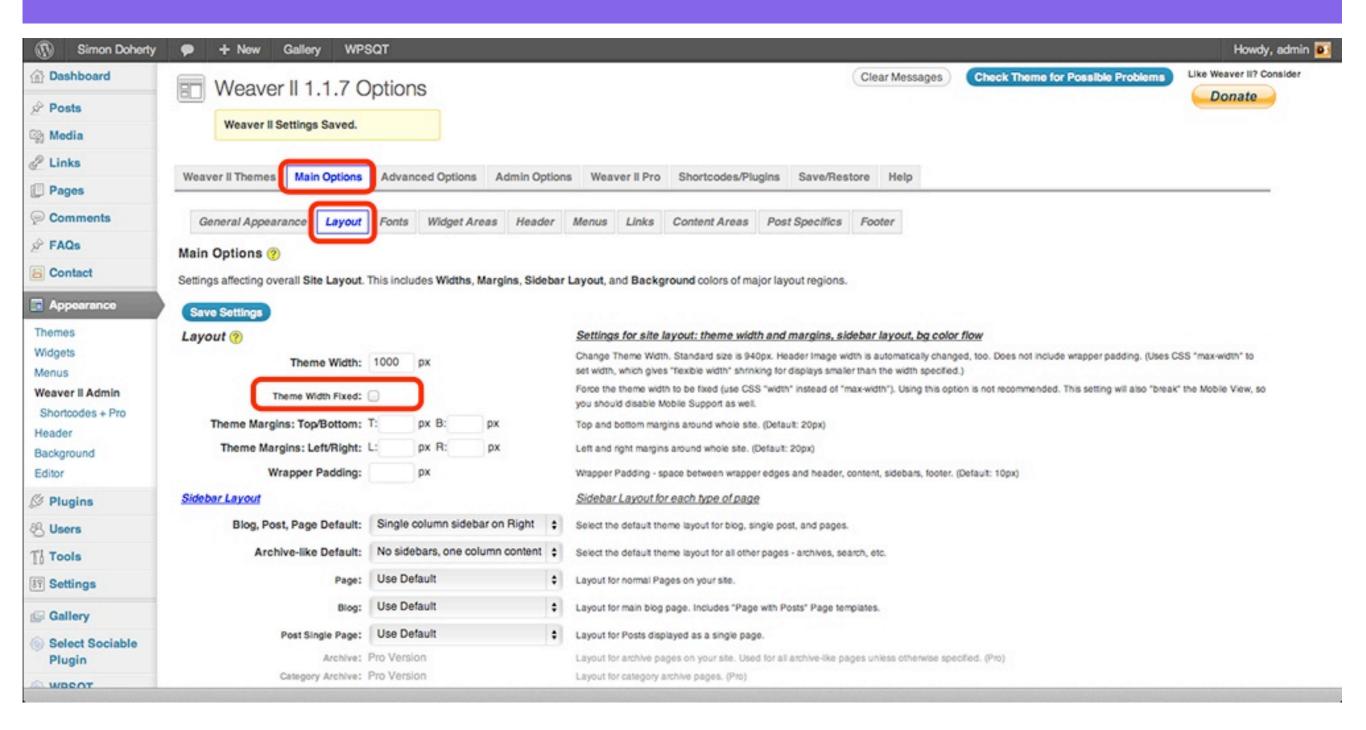
# The Theme Width can be Flexible or Fixed



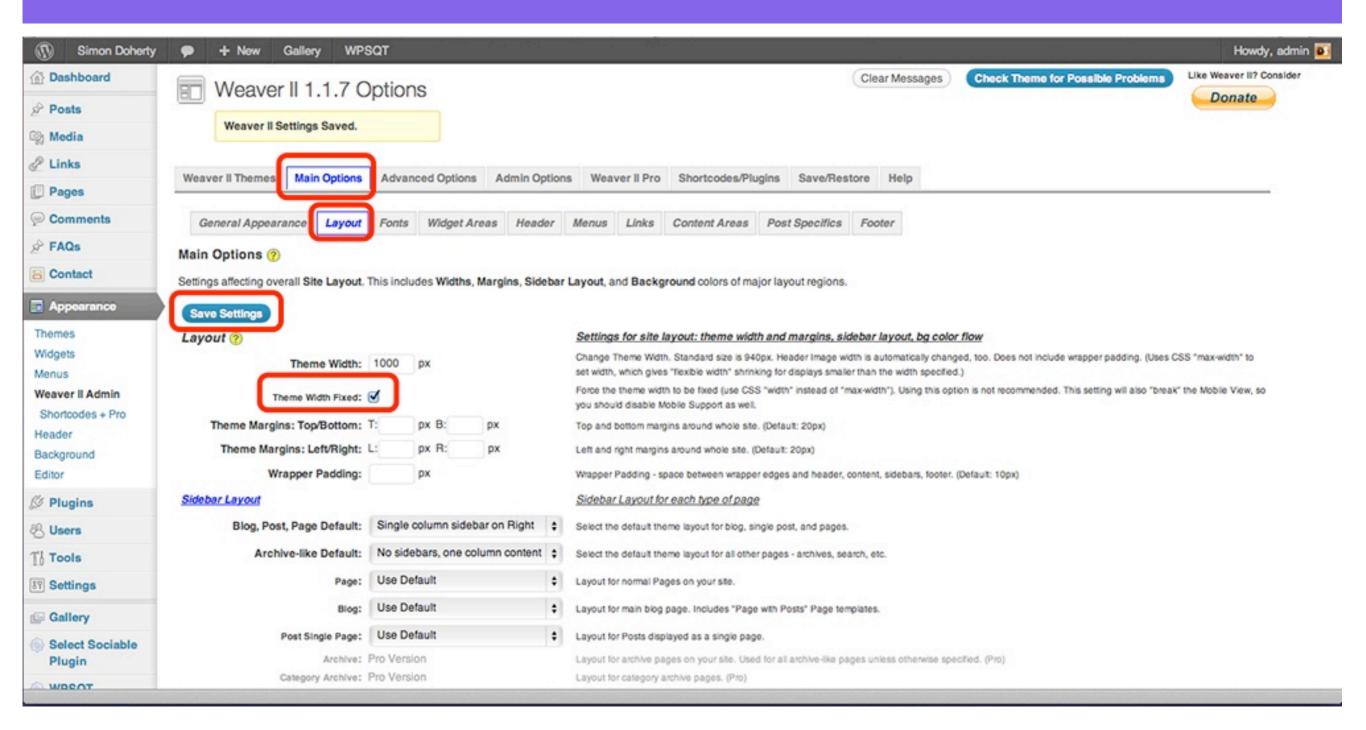
# The Theme is flexible, so when the browser window is resized, the Theme automatically adjusts to fit the new window size



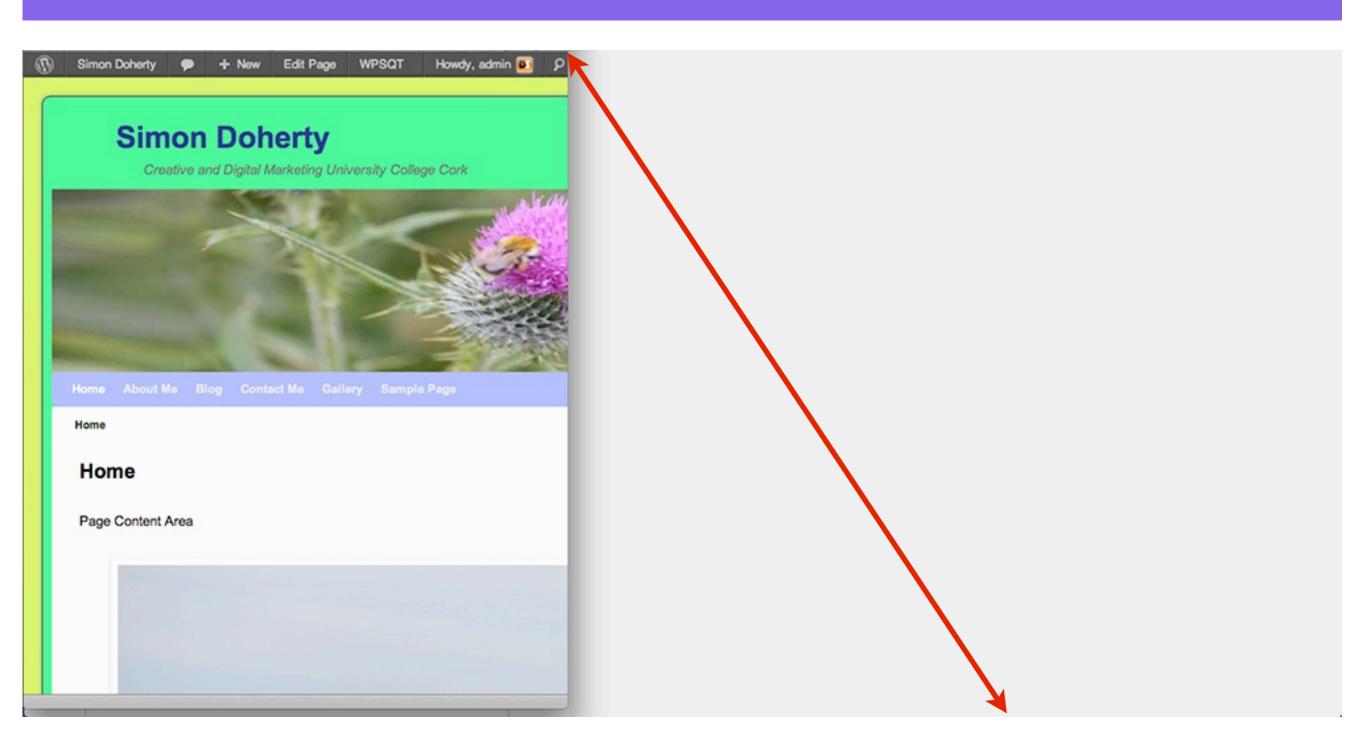
# The option to change the Theme Width to Fixed is found in - Main Options - Layout



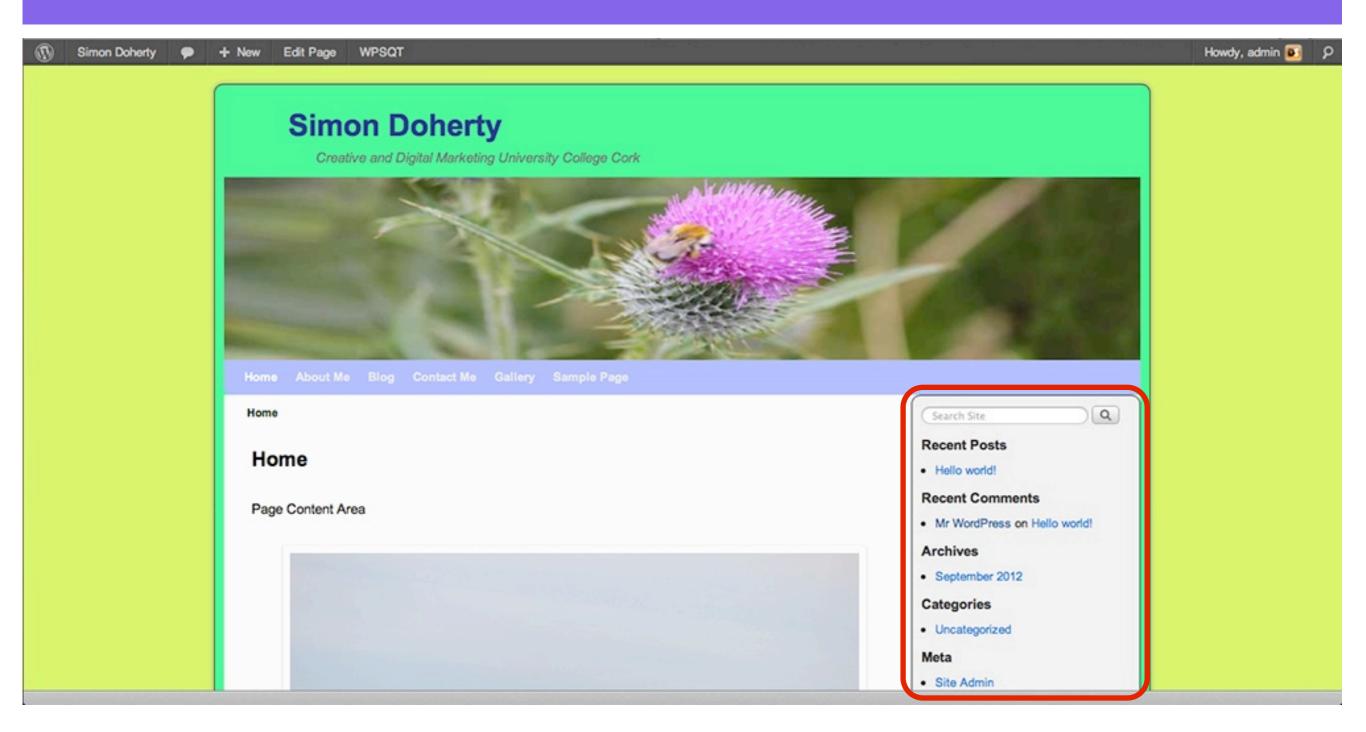
# Set the Theme Width to Fixed in - Main Options - Layout, and Save Settings



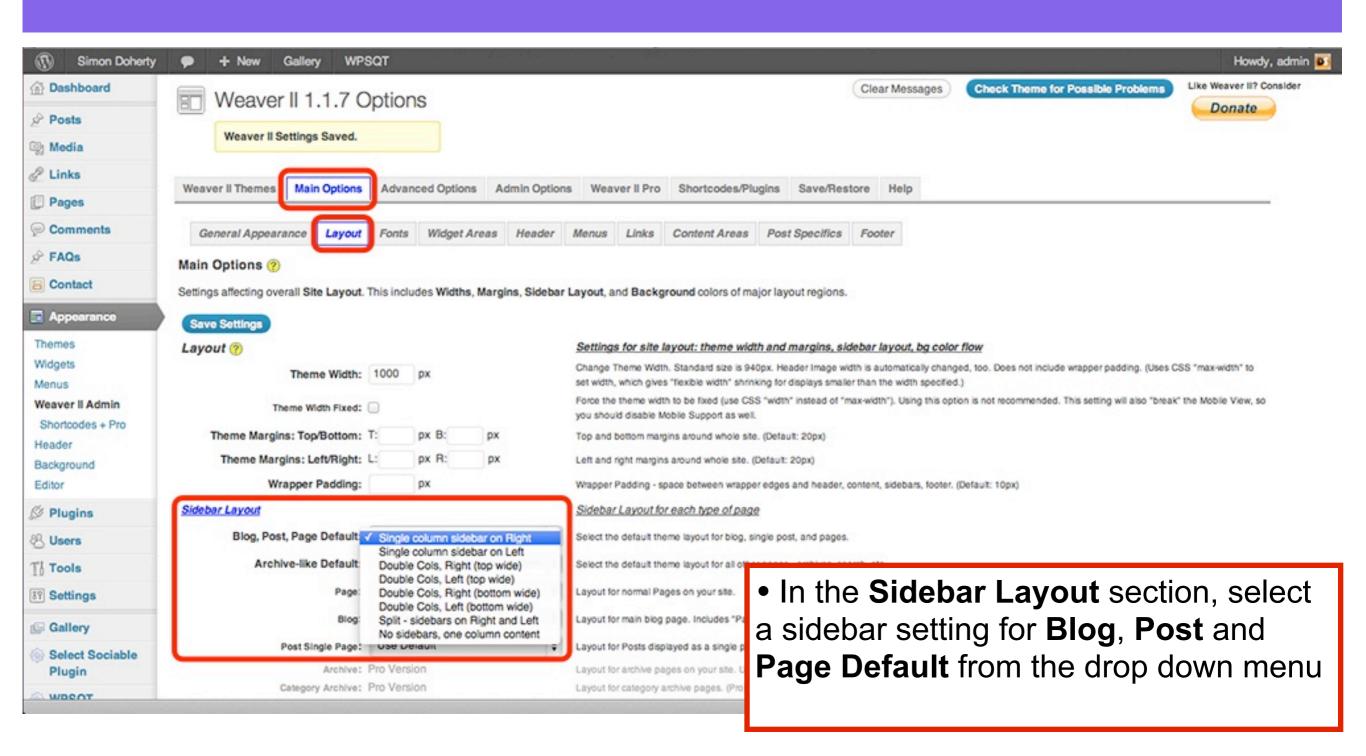
# The Theme is Fixed, so when the browser window is resized, the Theme does not adjust to fit the new window size



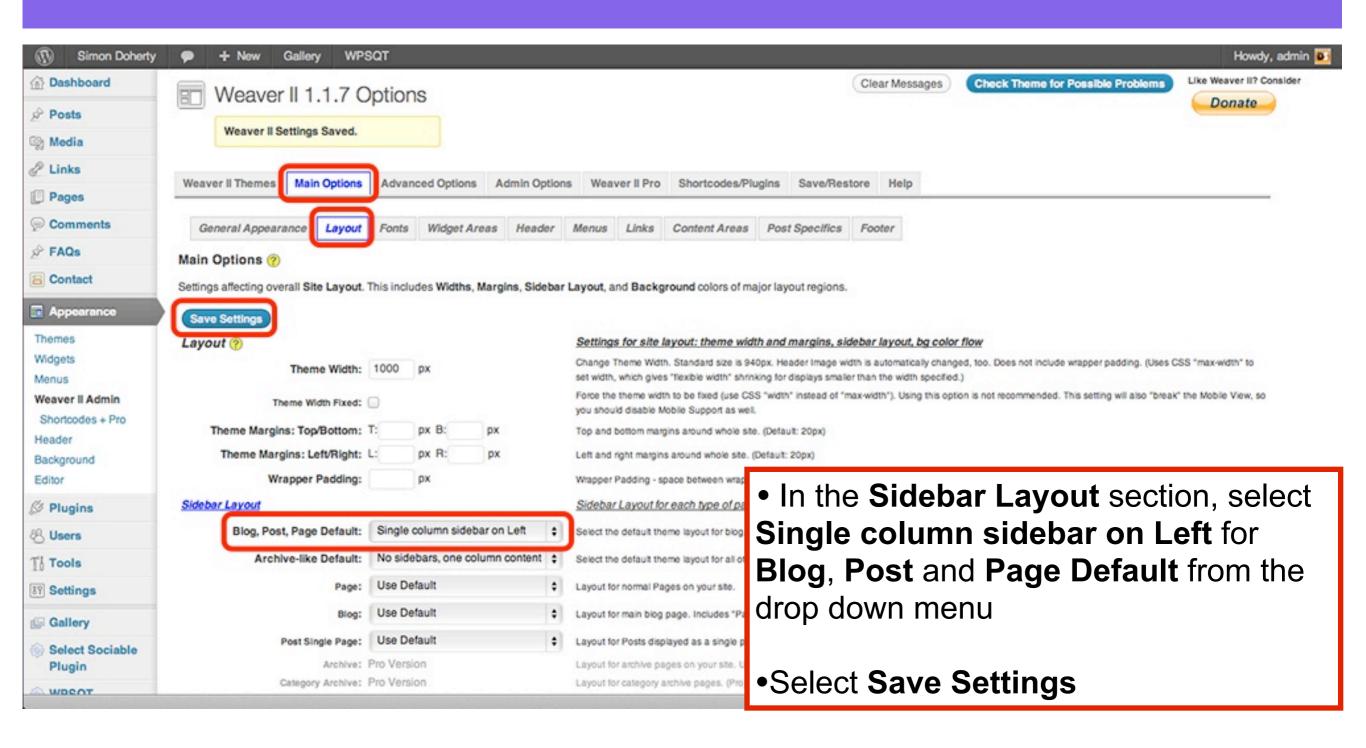
# The position of the Sidebars can be changed



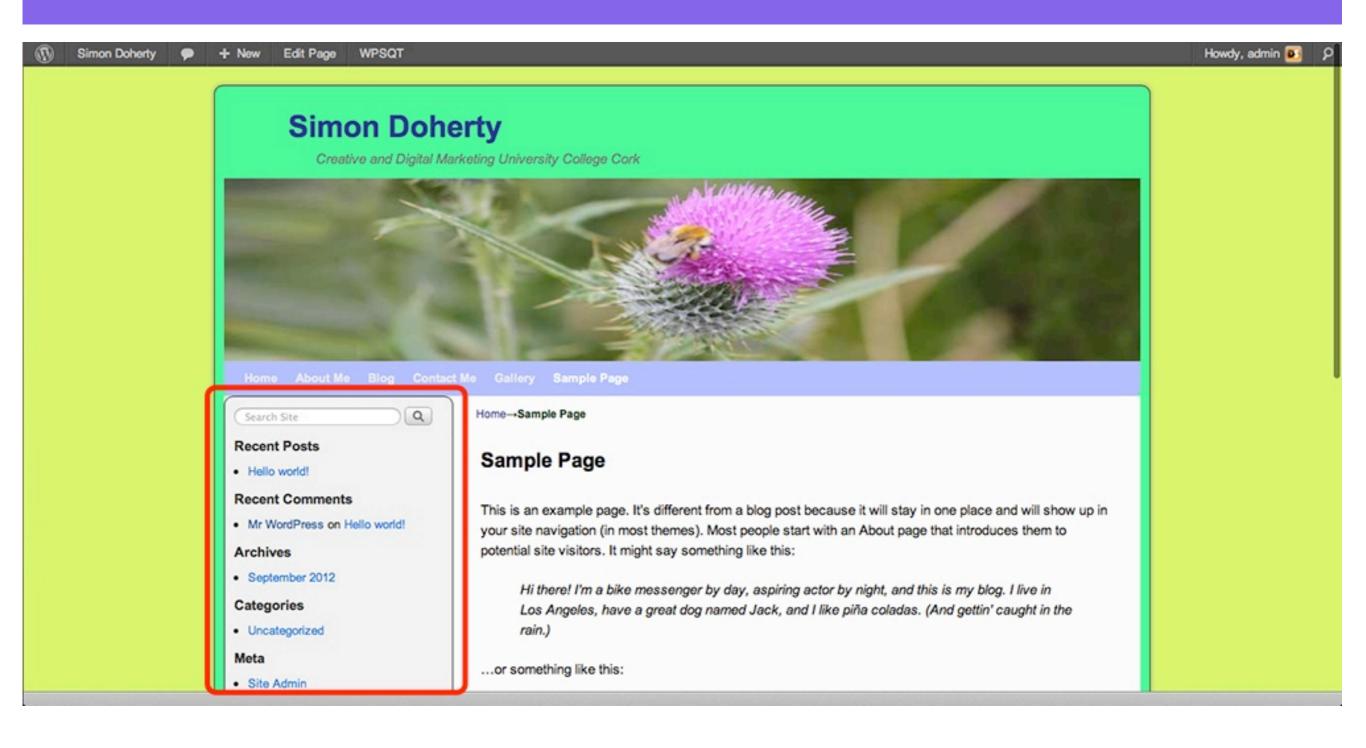
# To change the Sidebar Layout select - Main Options - Layout



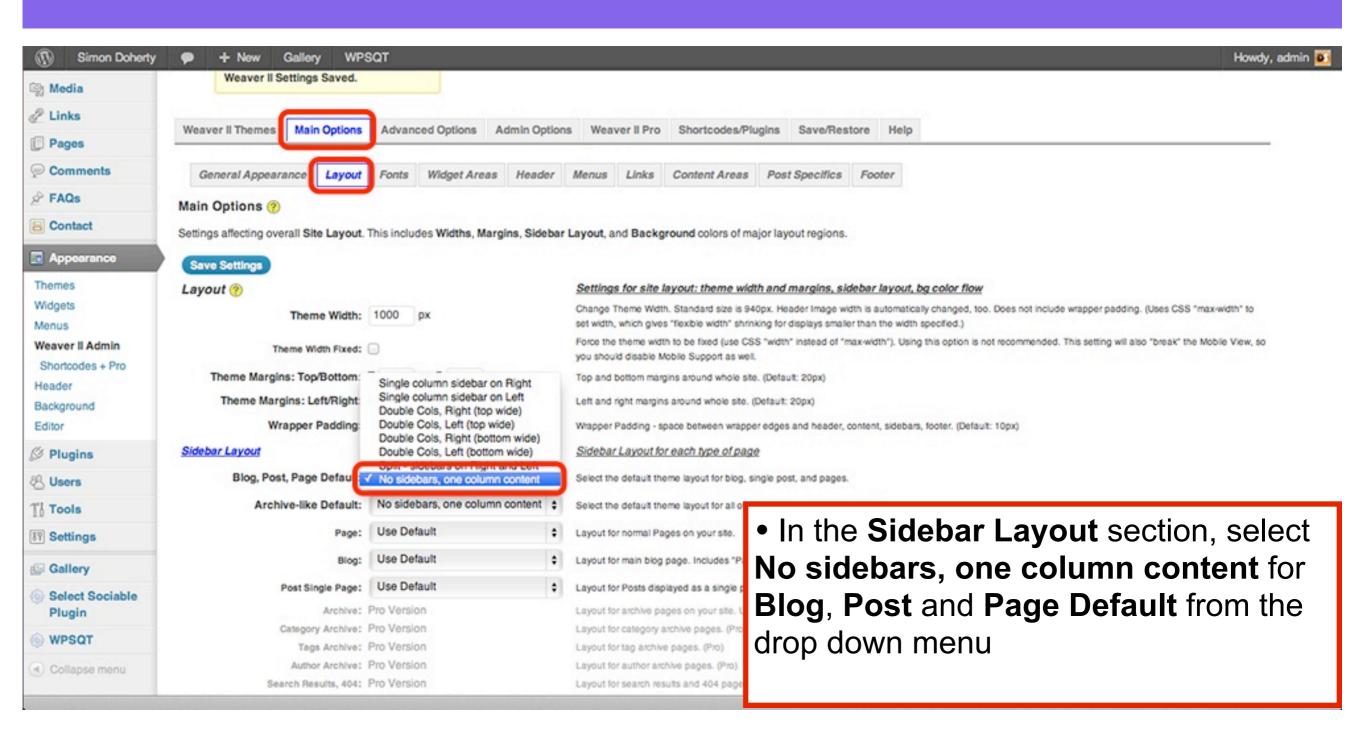
# To change the Sidebar Layout select - Main Options - Layout



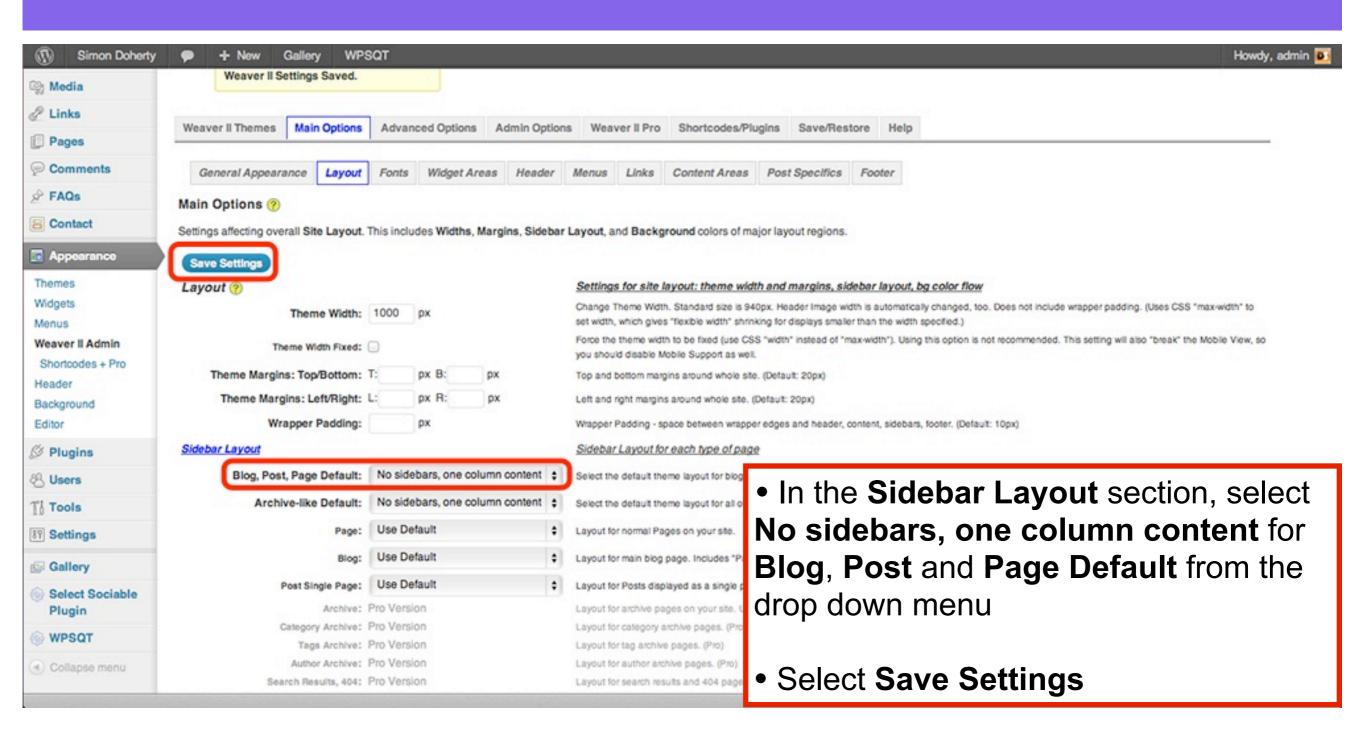
# The Sidebar is now positioned on the Left side of the Theme



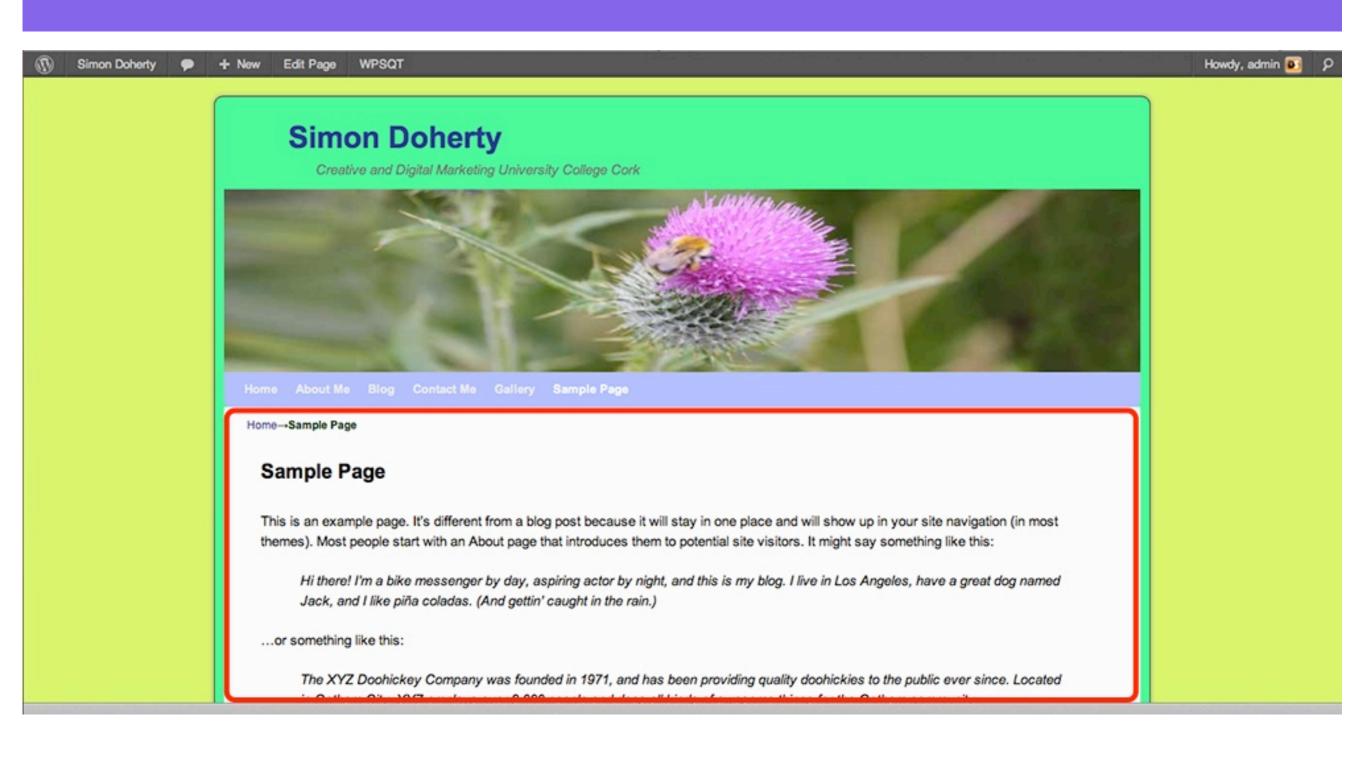
# To remove the Sidebars from the Theme, select - Main Options - Layout



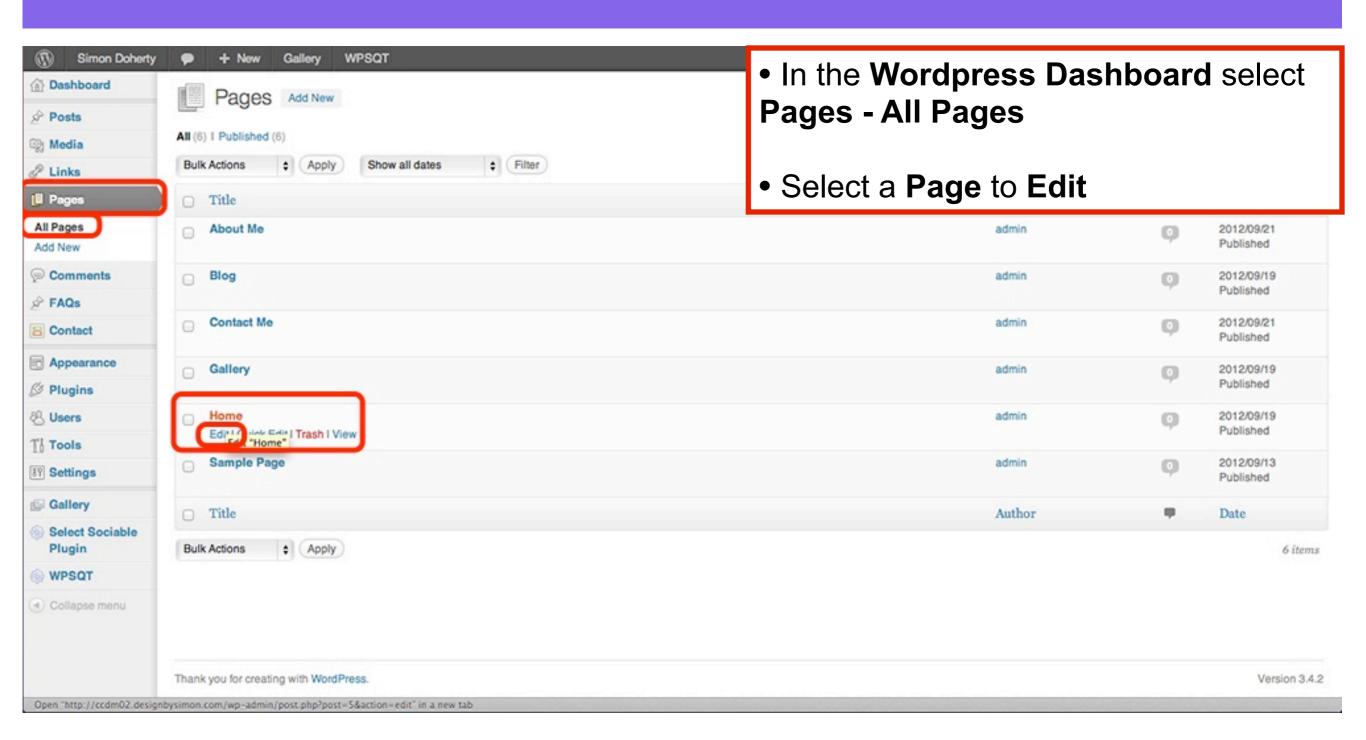
# To remove the Sidebars from the Theme, select - Main Options - Layout



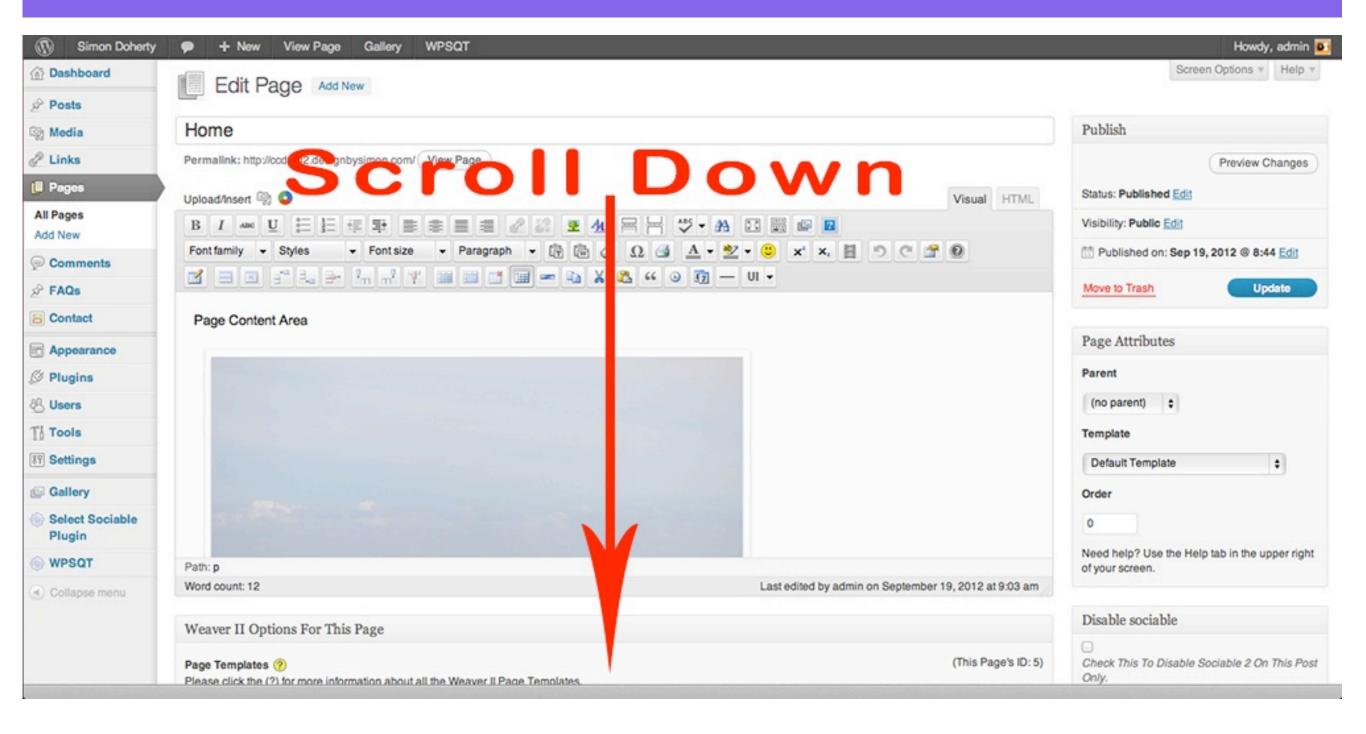
# The Sidebars are removed from the Theme



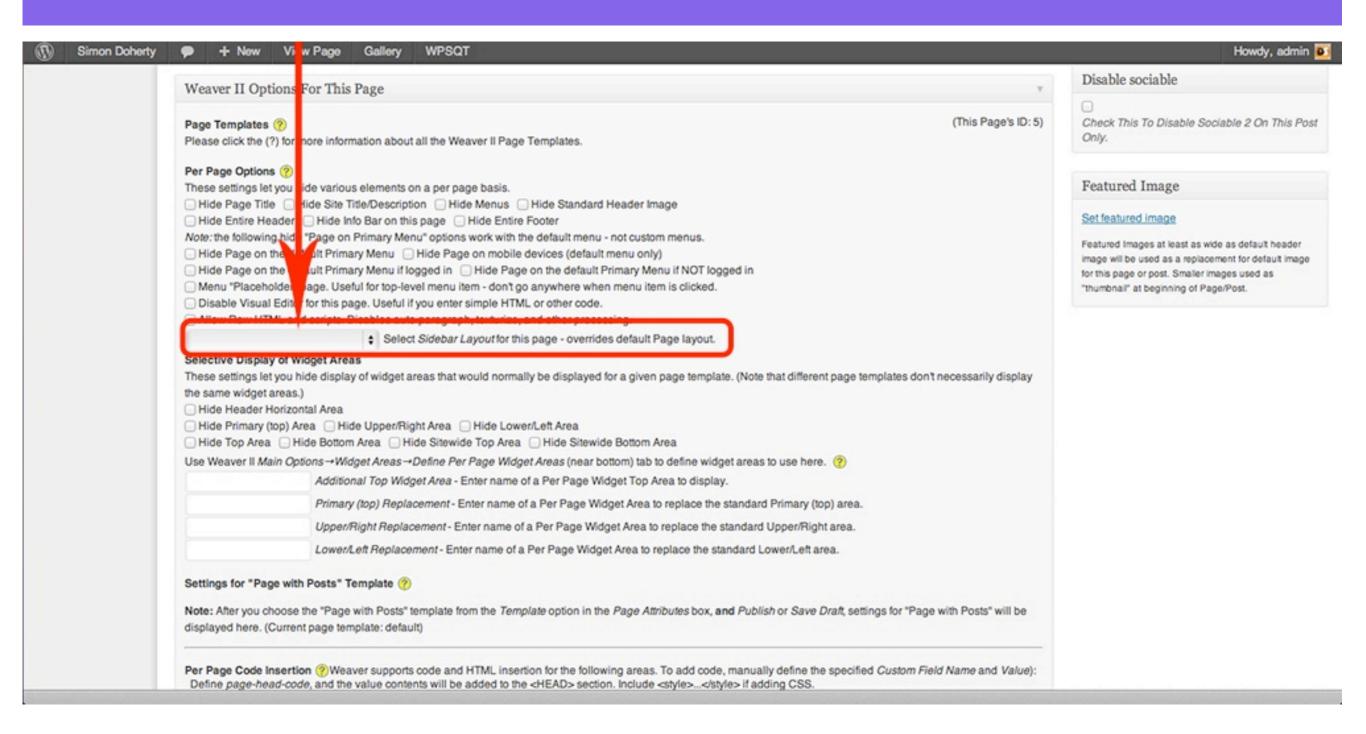
# The Sidebar Layout can also be edited from the Pages editing area



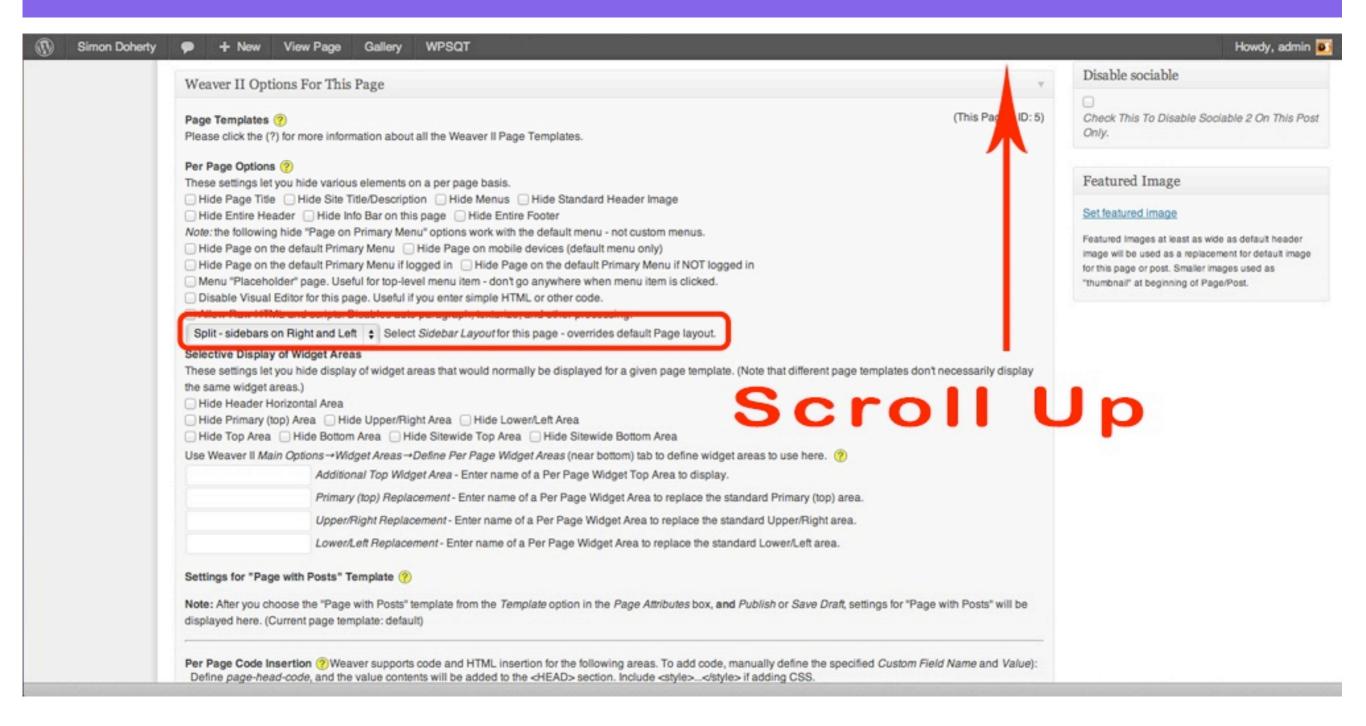
#### In the Edit Page section, scroll down



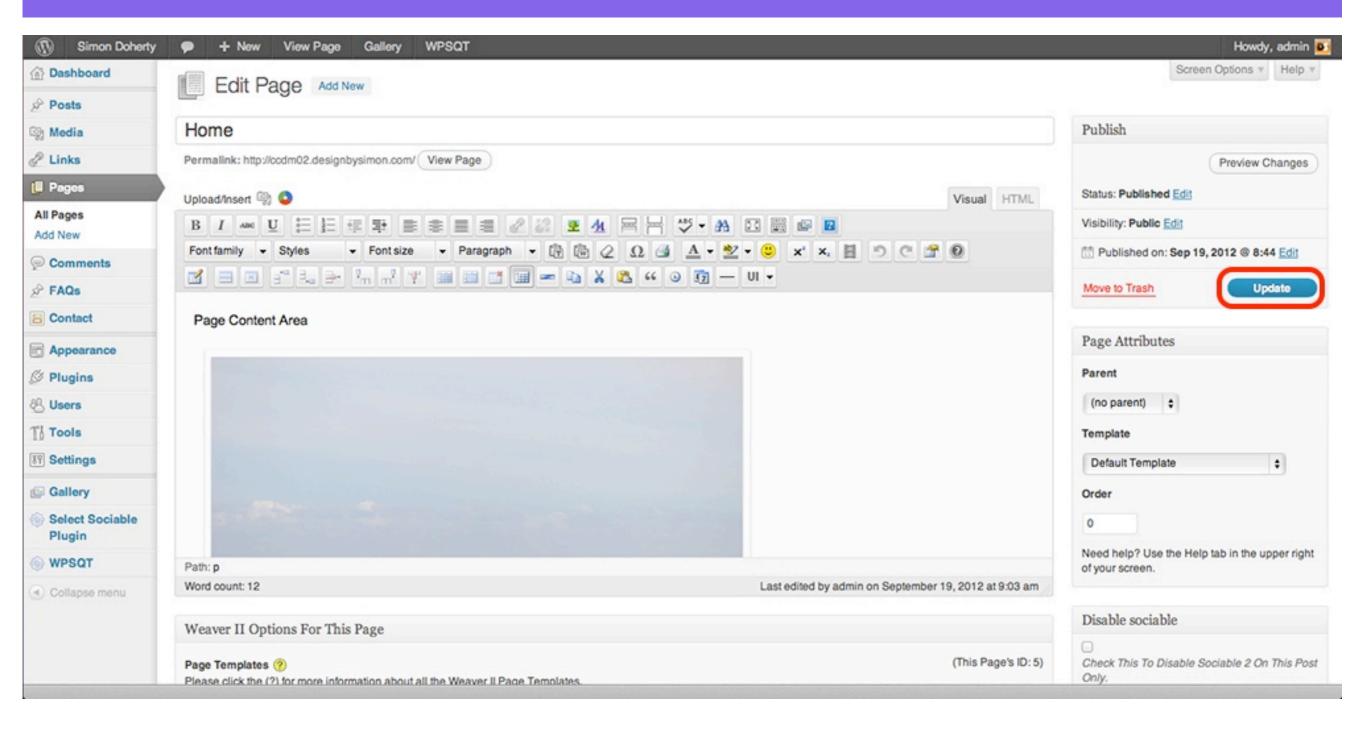
### In Weaver 2 Options For This Page section, select a Sidebar Layout from the drop down menu



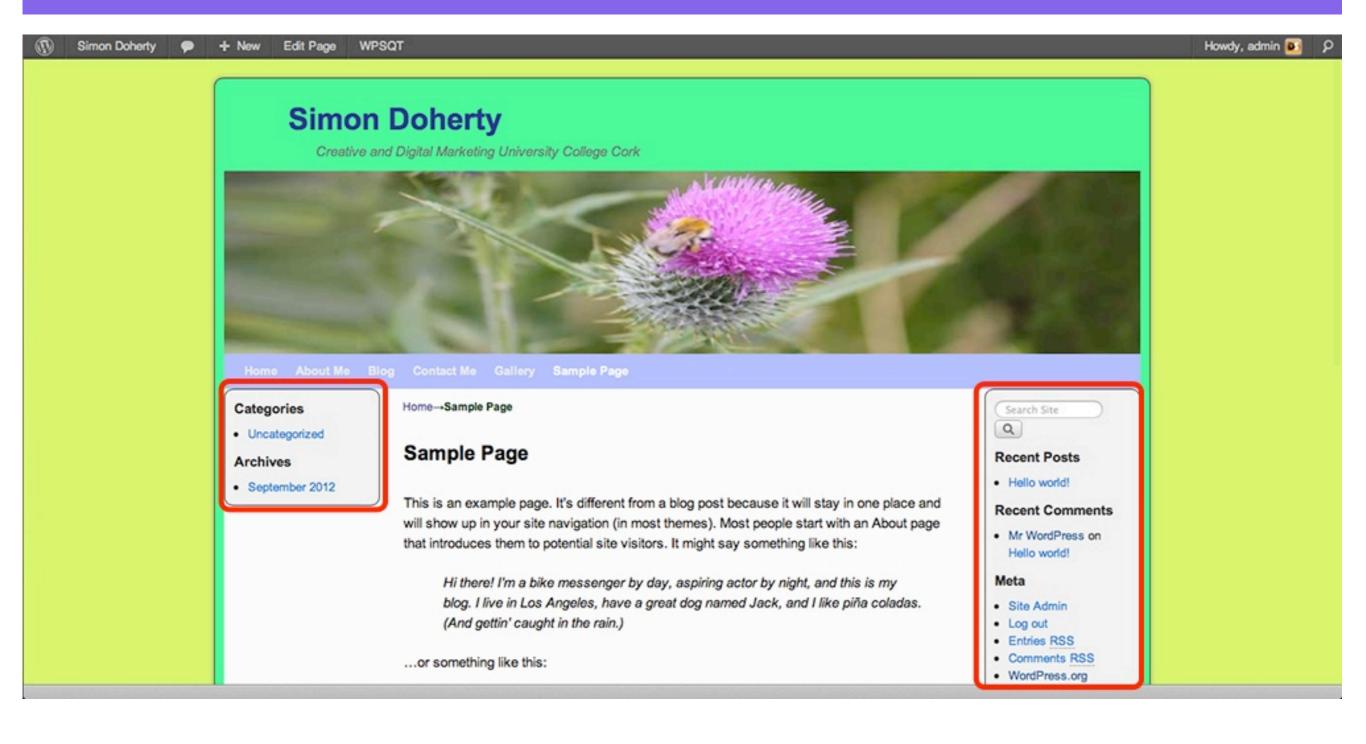
# Choose a Sidebar Layout from the drop down menu and scroll up



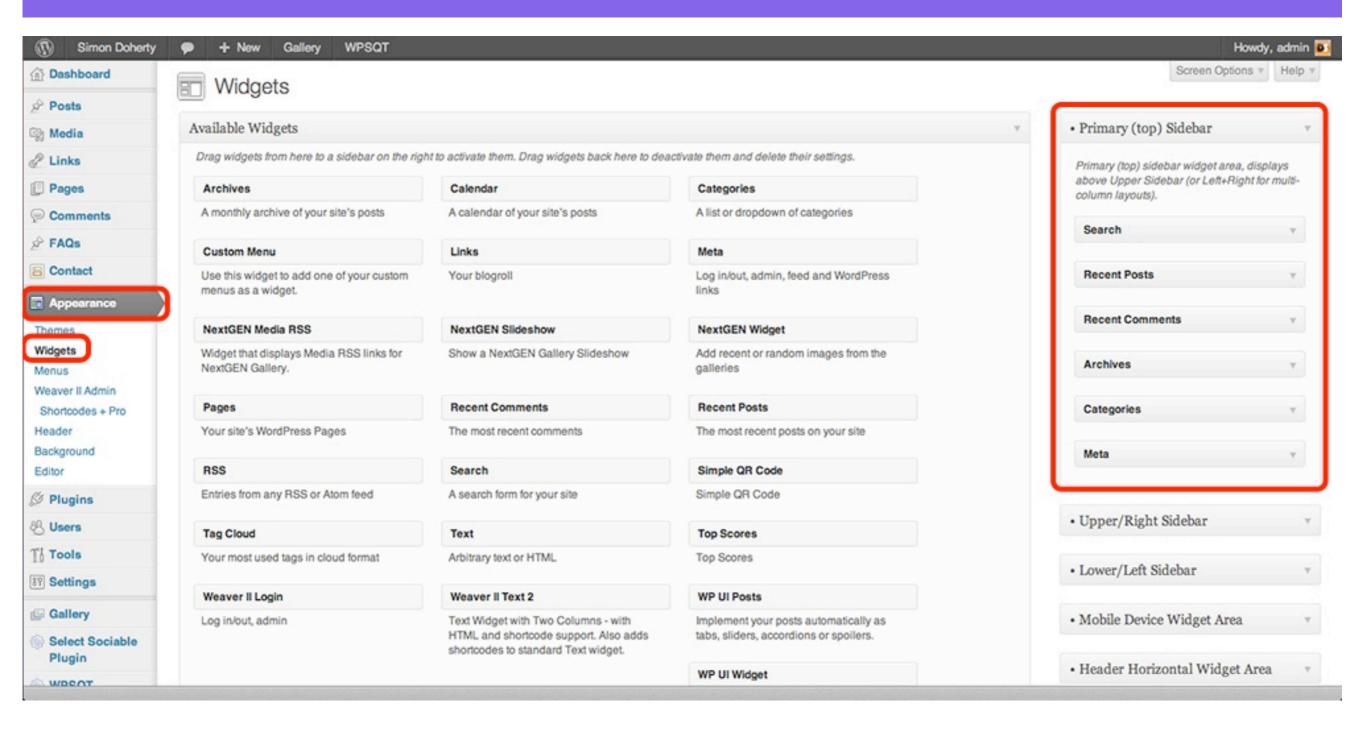
# Select Update to save the Sidebar Layout settings



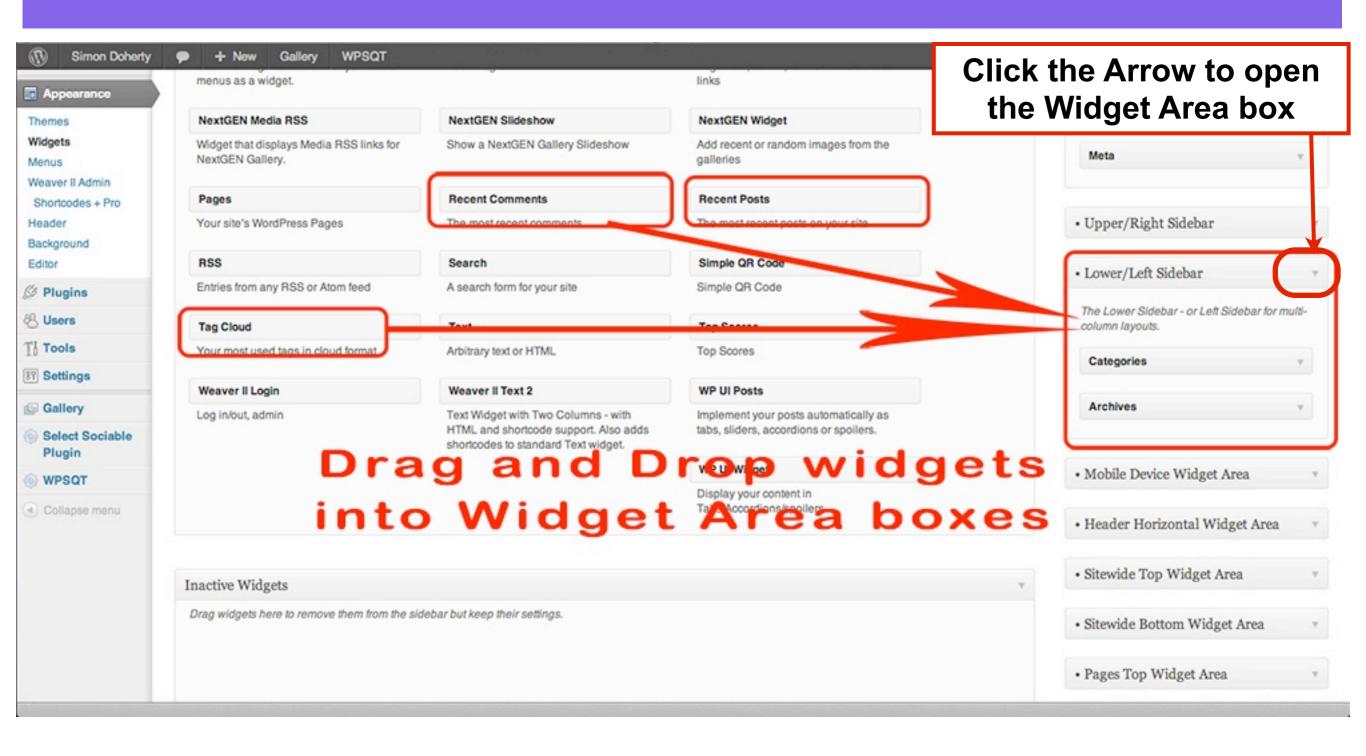
# The Sidebar Layout settings have been changed



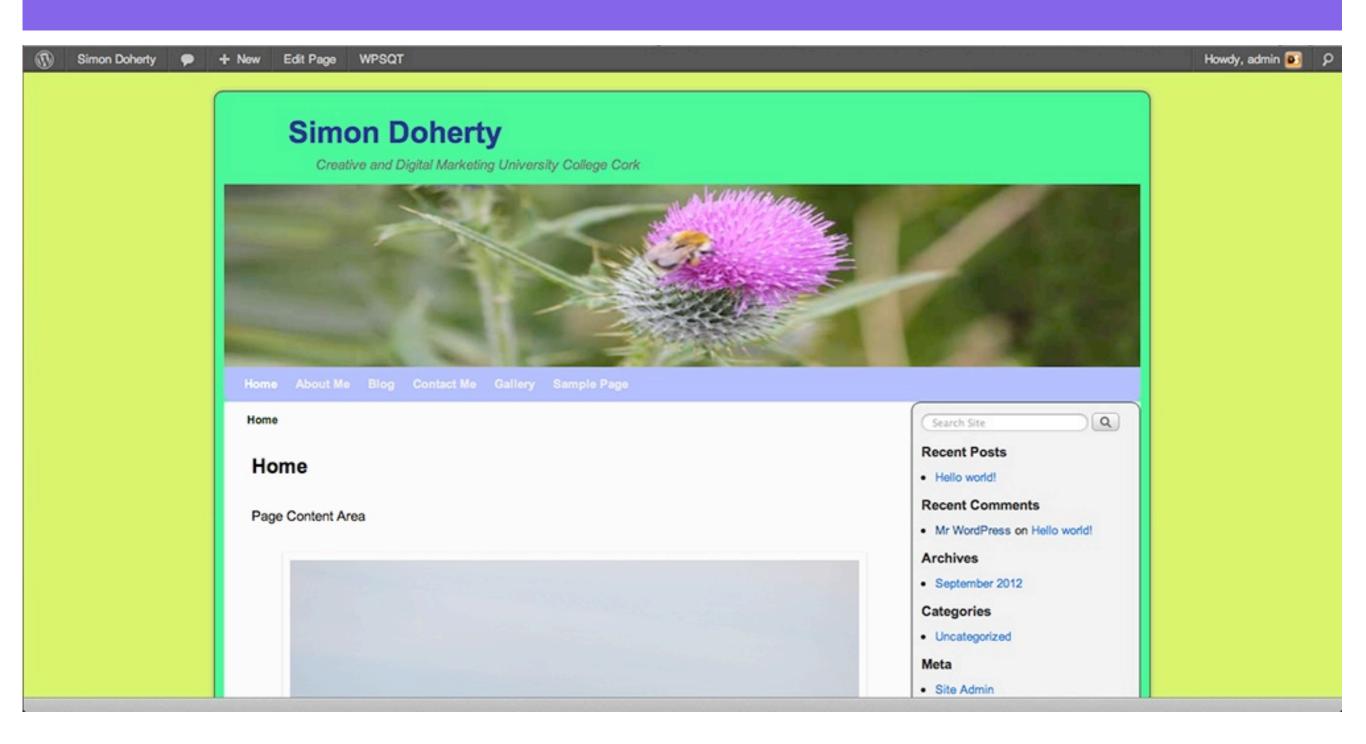
# The contents of the Widgets in the Sidebar can be changed in Appearance - Widgets



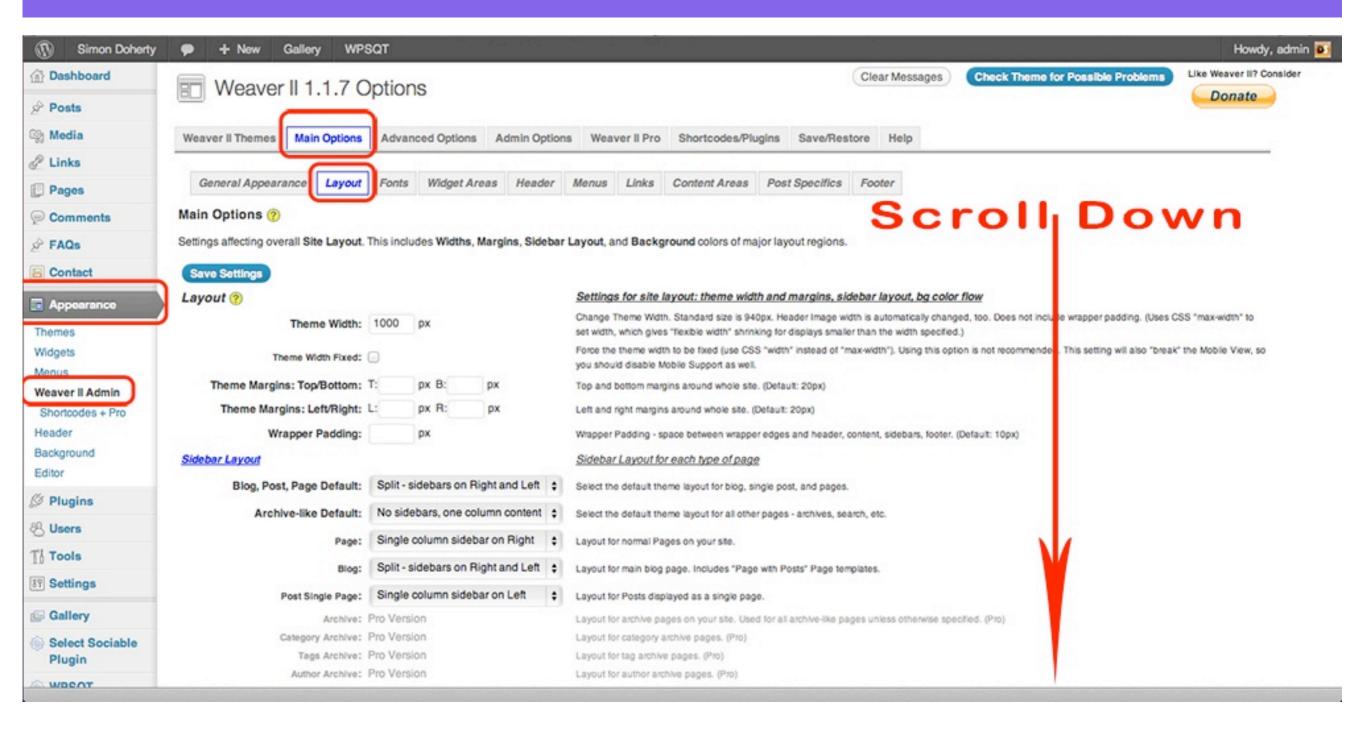
# The contents of the Widgets in the Sidebar can be changed in Appearance - Widgets



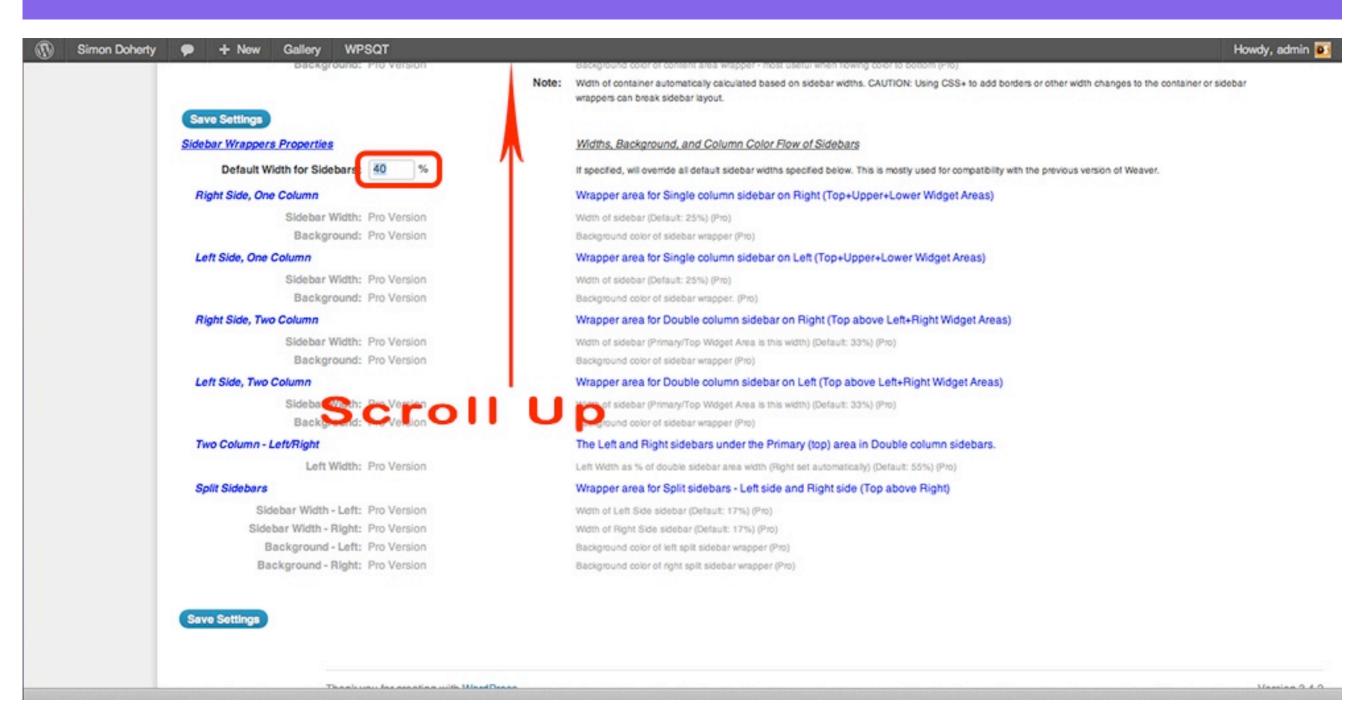
### The Sidebars Width can be changed in Appearance - Weaver 2 Admin - Main Options - Layout



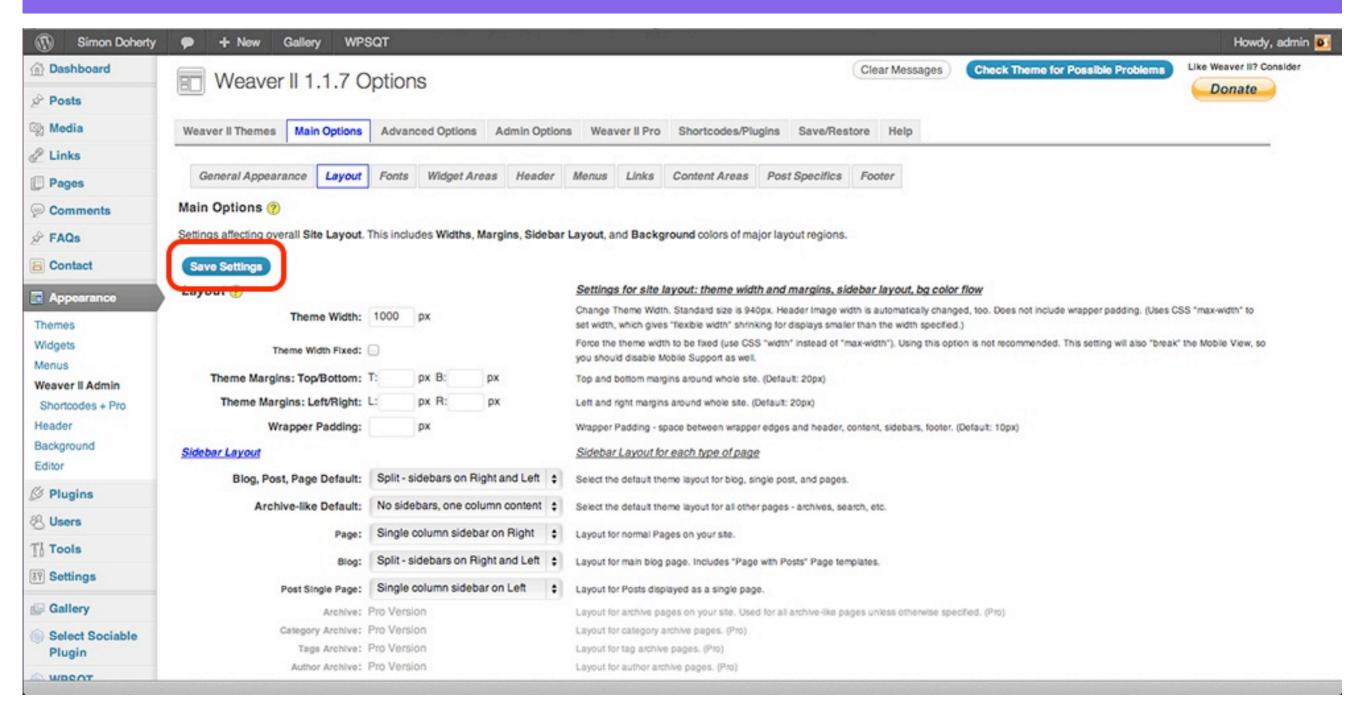
### Select Main Options - Layout and scroll down



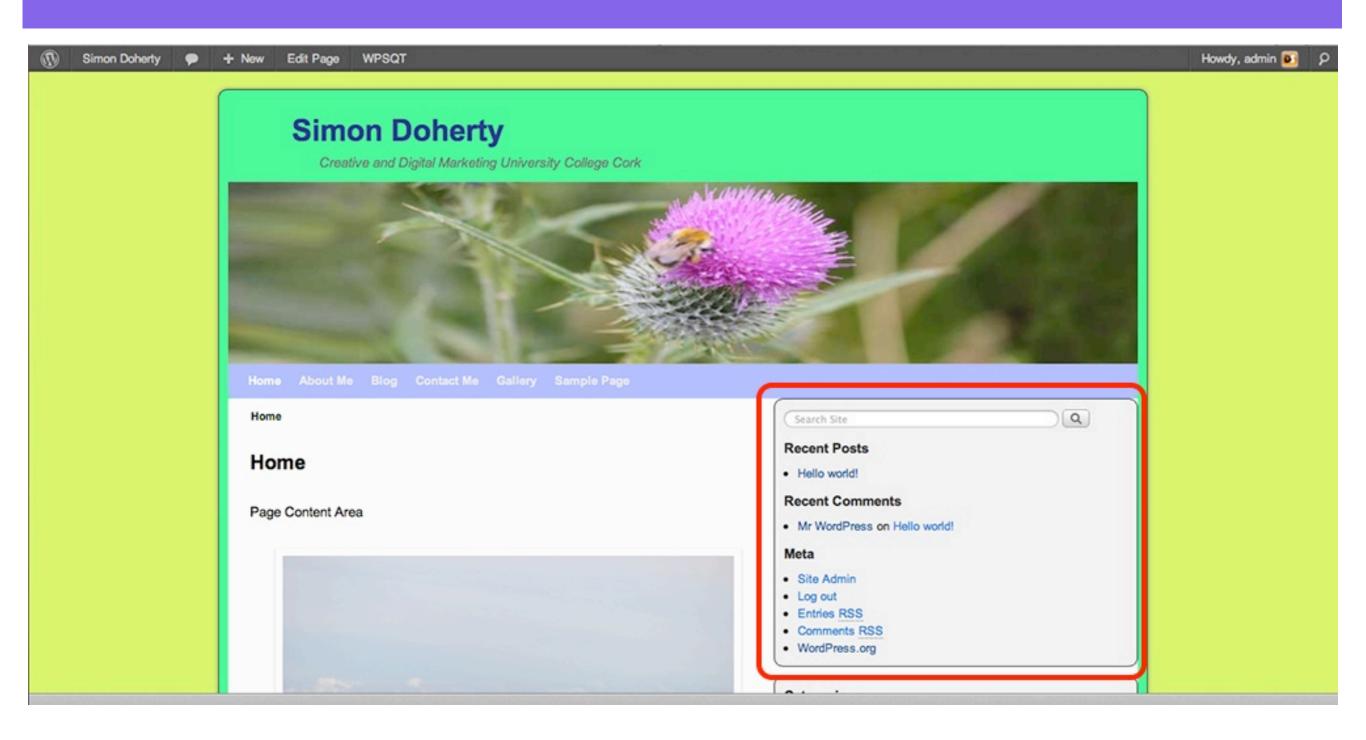
## Enter a number in the Sidebar Wrappers Properties section for the Default Width



#### **Select Save Settings**

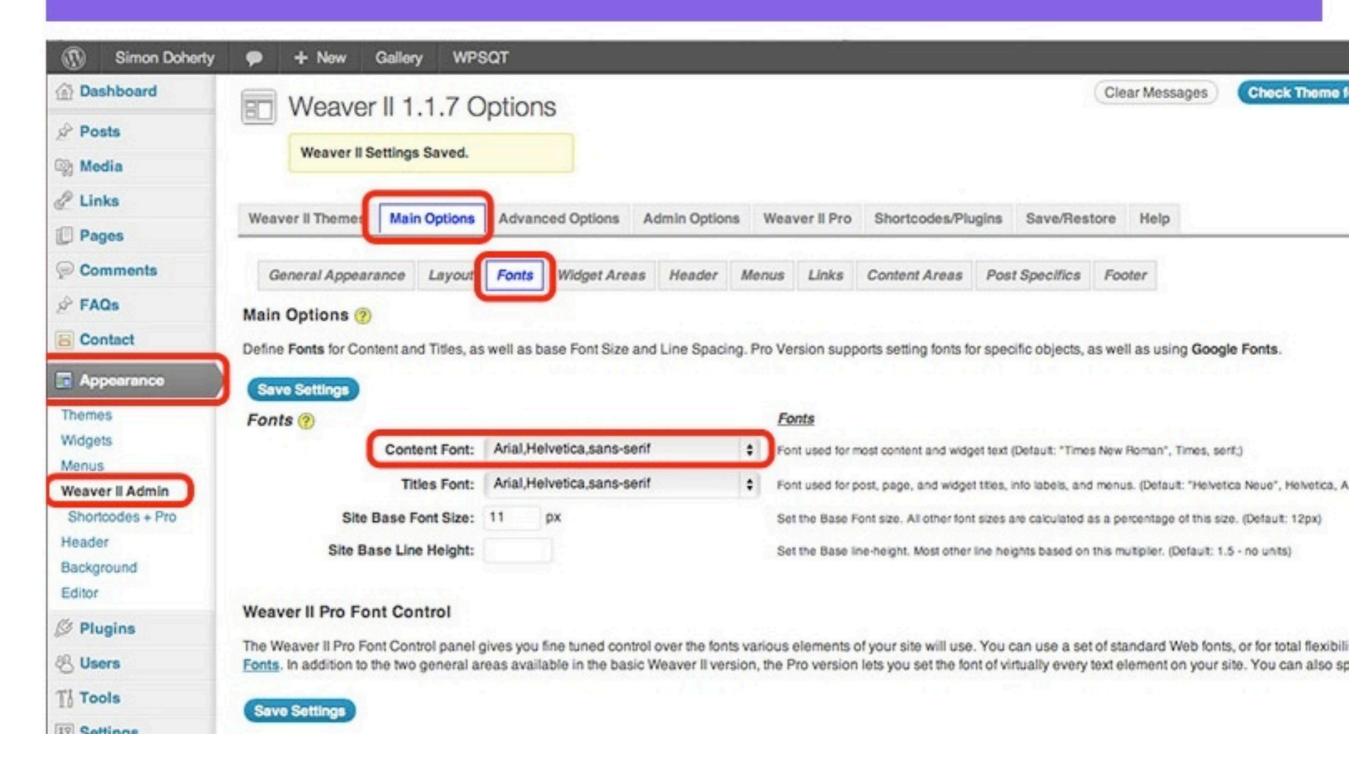


#### The Sidebar Width is changed

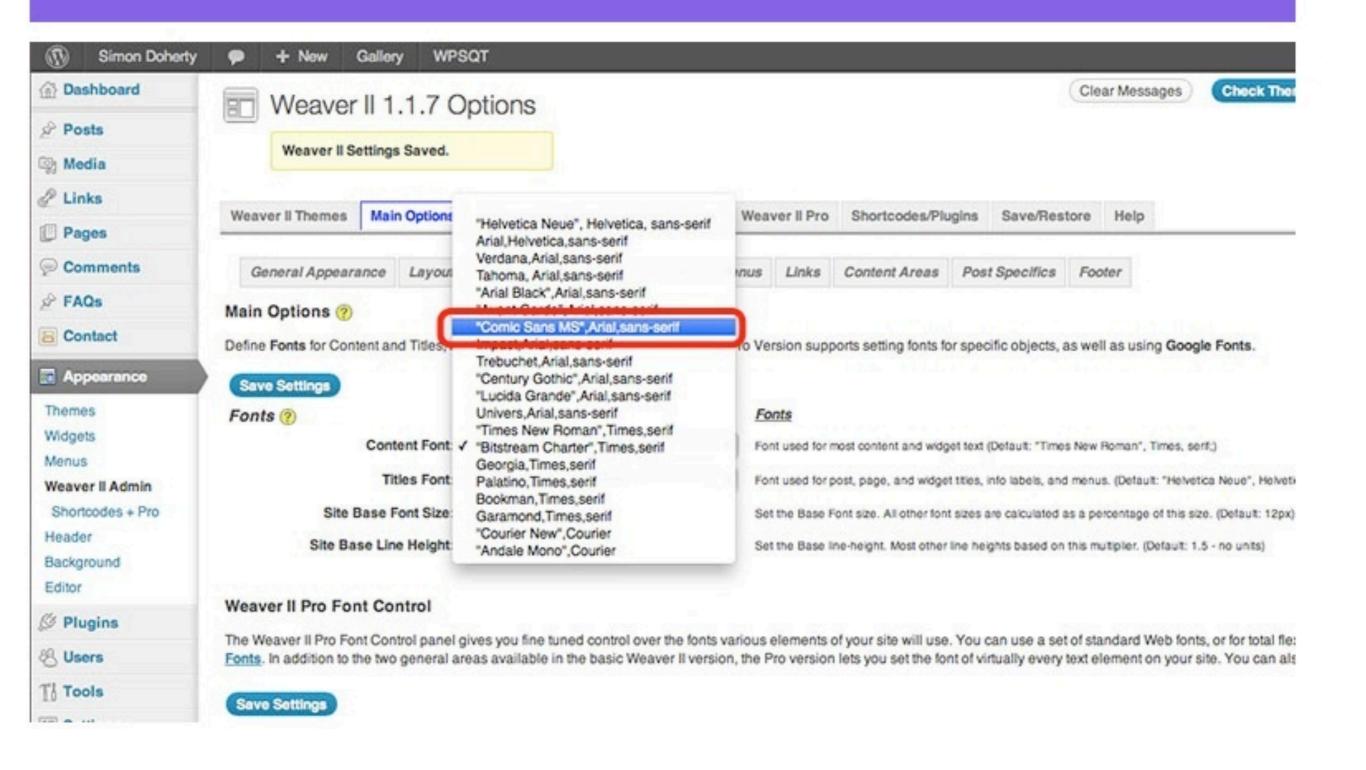


# Weaver 2 Admin Edit Fonts

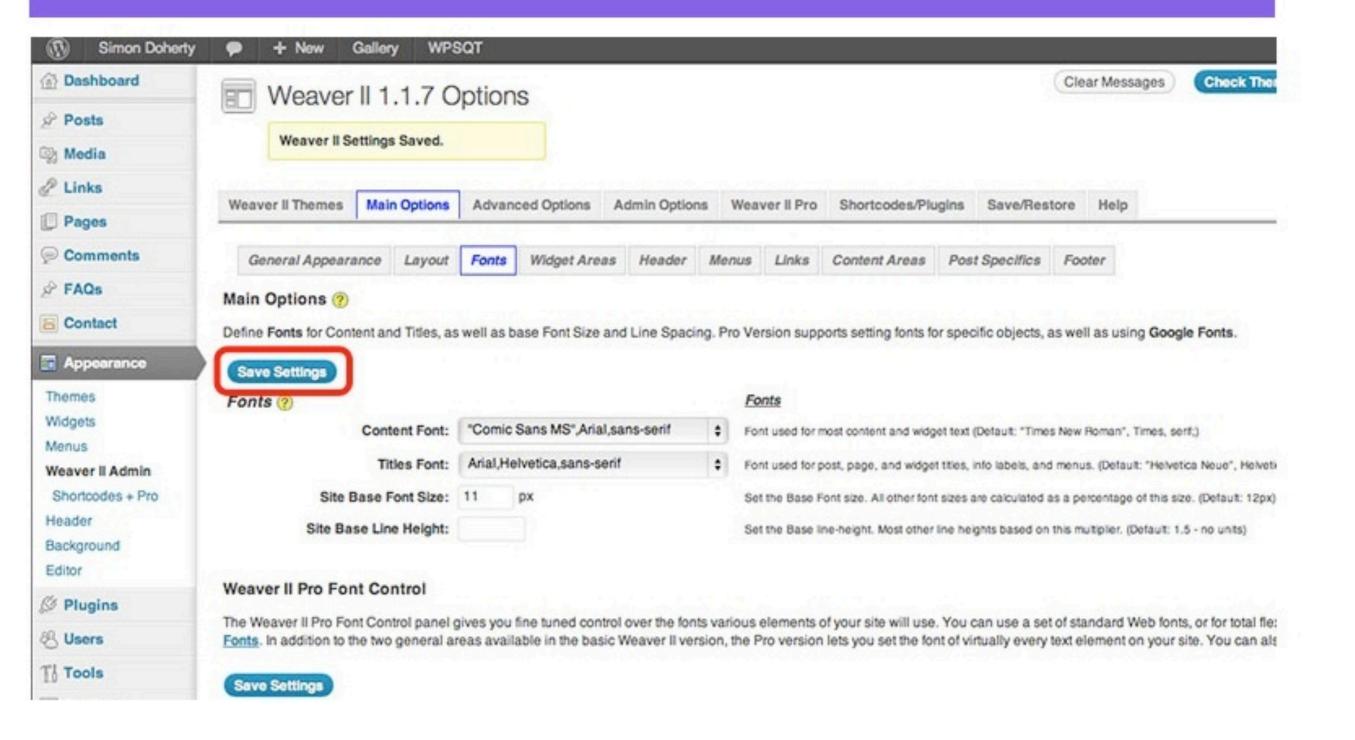
# Weaver 2 Admin Select Main Options - Fonts



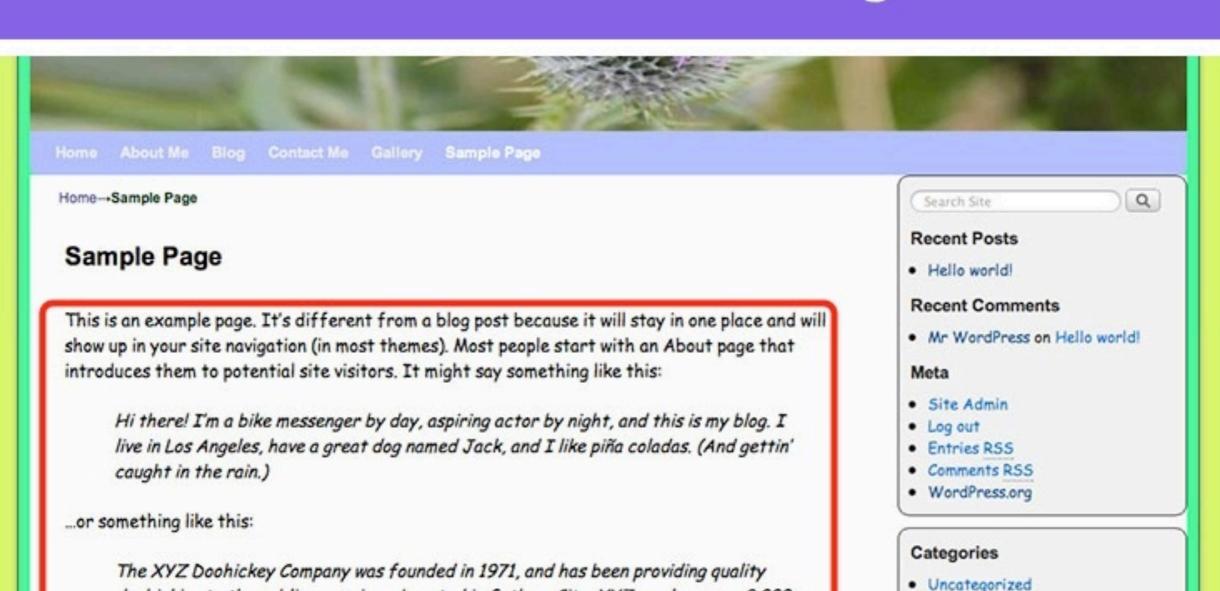
# Select a font style from the Content Font menu



### Select Save Settings



# Content Font is changed to the new font style



Archives

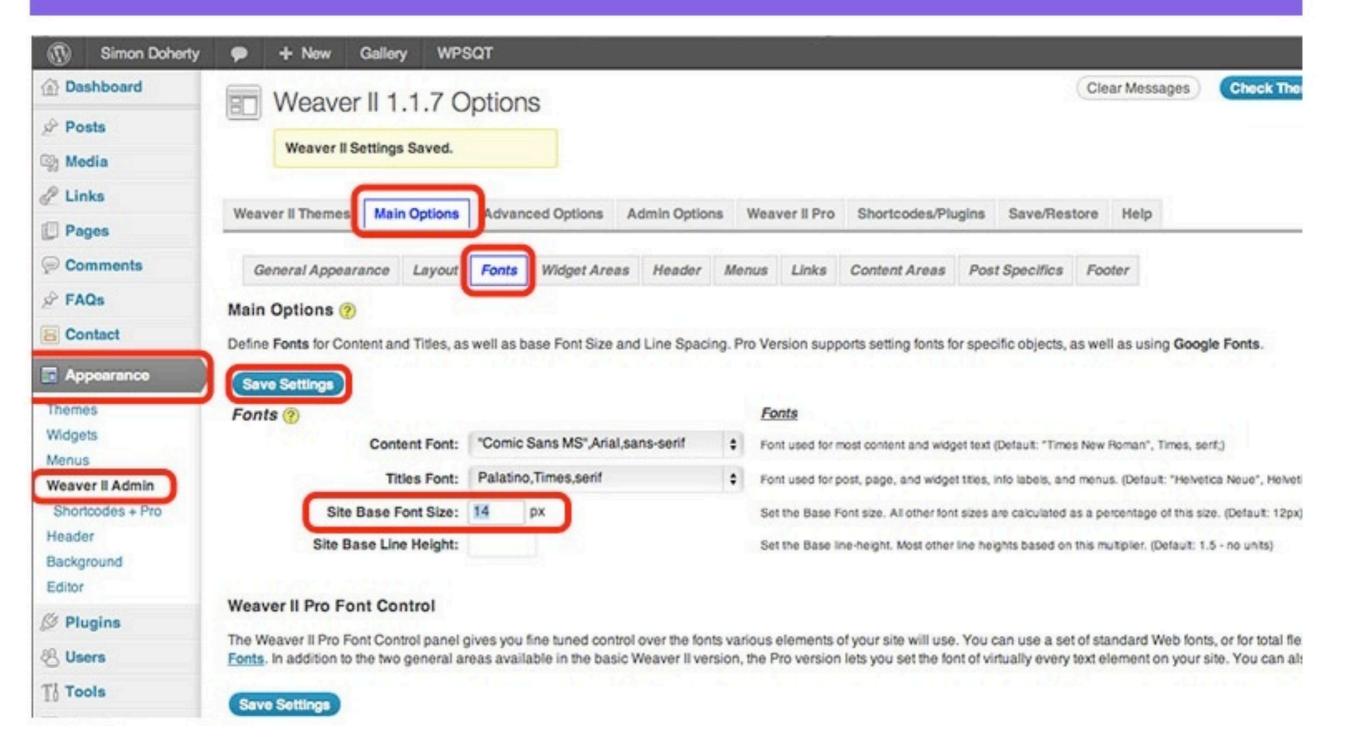
September 2012

As a new WordPress user, you should go to your dashboard to delete this page and create new pages for your content. Have fund

people and does all kinds of awesome things for the Gotham community.

doohickies to the public ever since. Located in Gotham City, XYZ employs over 2,000

# Enter a size for the Site Base Font Size



# Content Font is changed to the new font style

Creative and Digital Marketing University College Cork



Home About Me Blog Contact Me Gallery Sample Page

Home→Sample Page

#### Sample Page

This is an example page. It's different from a blog post because it will stay in one place and will show up in your site navigation (in most themes). Most people start with an About page that introduces them to potential site visitors. It might say something like this:

Hi there! I'm a bike messenger by day, aspiring actor by night,



#### Recent Posts

Hello world!

#### Recent Comments

 Mr WordPress on Hello world!

Q

#### Meta

- Site Admin
- Loa out