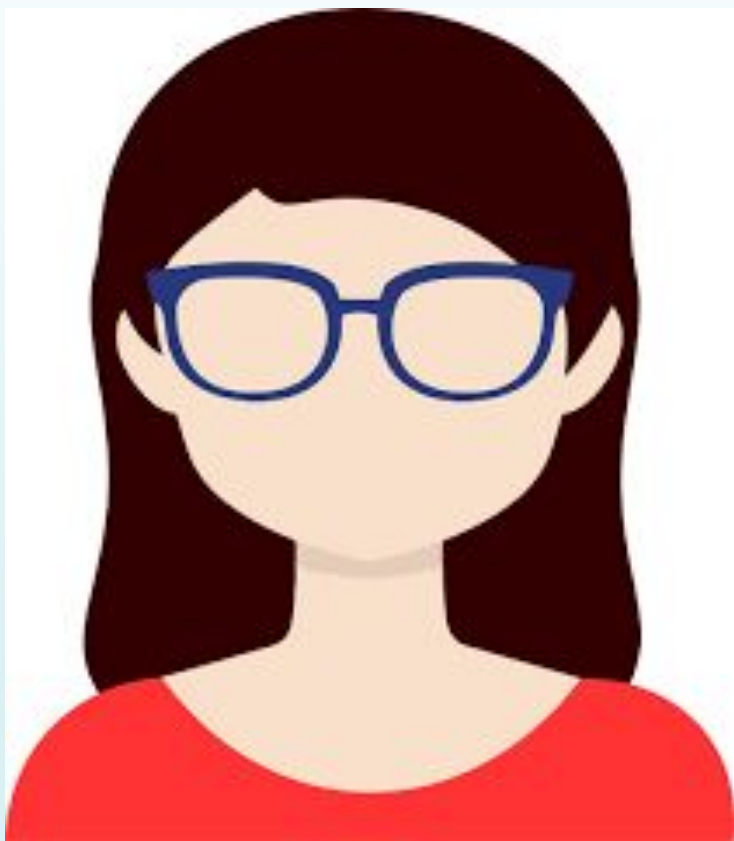




WordPress Training 101



Hello!

I AM

JIREH CAPAO

Web Developer

@Kayweb Websites & Apps

What is WordPress?

- Is a free, open-source website creation platform. On a more technical level, WordPress is a - content management system (CMS) written in PHP that uses a MySQL database.
- It was created back in 2003 and since then it will become one of the most popular website publishing programs in the world.
- The beauty of WordPress you are able to choose from thousands of themes available on WordPress. You are able too tweak the fonts, button, colors and other assets of a content and uploads images and videos easily. You can able to choose over 55,000 plug ins and widgets to help optimize the functionality of website.

Who's use WordPress?

BIG NAME BRANDS:

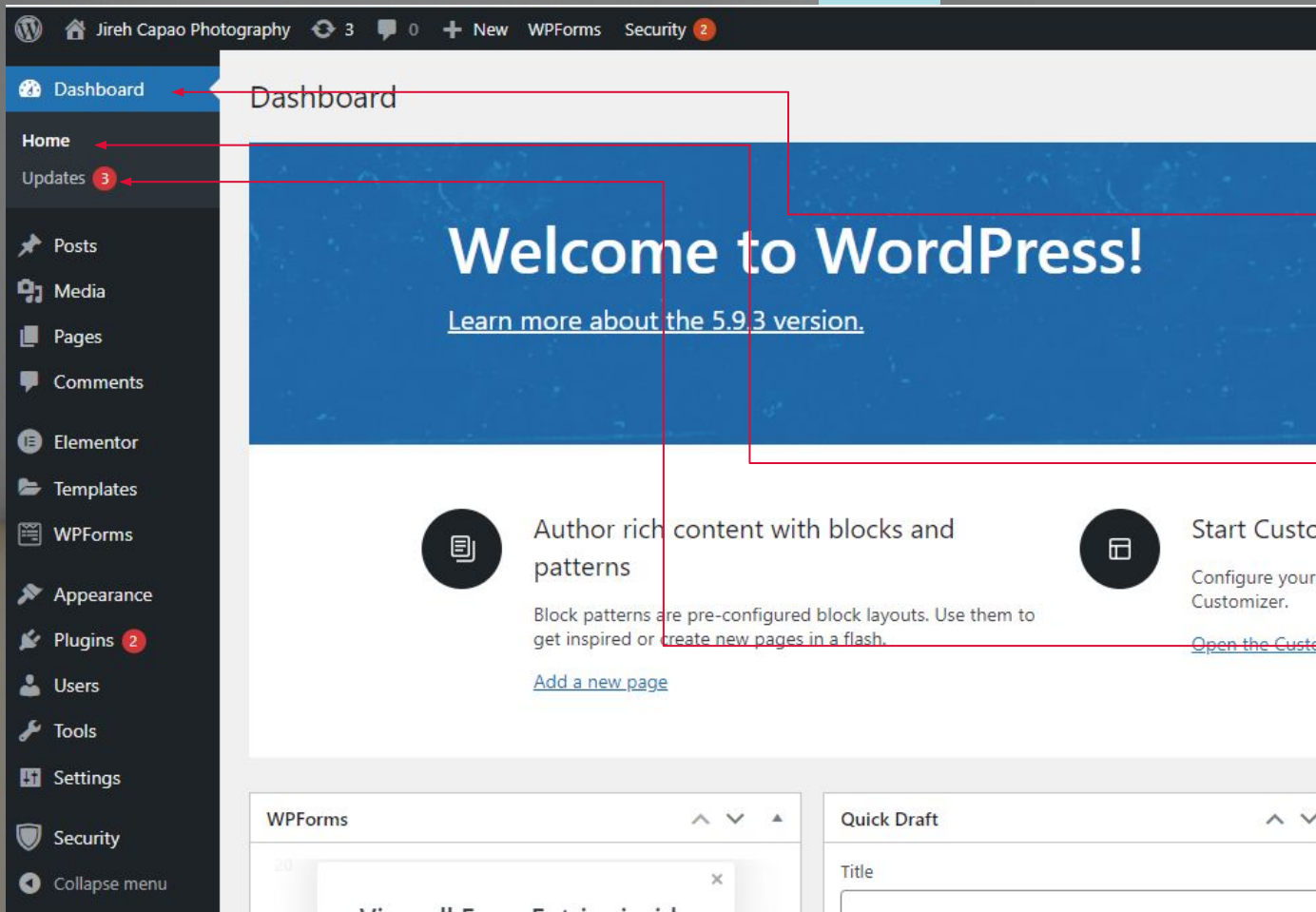
1. Sonny Music: <https://www.sonymusic.com/>
2. Disney Books: <https://books.disney.com/>
3. Spotify News Room:
<https://newsroom.spotify.com/>
4. Microsoft News: <https://news.microsoft.com/>
5. Reader's Digest: <https://www.rd.com/>
6. Toyota Brazil: <https://www.toyota.com.br/>
7. Mamas&Papas: <https://www.mamasandpapas.ph/>
8. World Vision: <https://www.worldvision.org.ph/>
9. Potato Corner: <https://potatocorner.com/>
10. Candy Corner: <https://www.candycorner.ph/>
11. Tea Talk: <https://www.teatalk.ph/>
12. Turks: <https://www.turks.ph/>

How to install WordPress Locally?

1. Install a local server (XAMPP)
2. create a new database (wp_mywebsite)
3. Download WordPress from <https://wordpress.org/download/>
4. On XAMPP extract the file to htdocs
5. Rename wordpress folder to yourname
6. open wp-config-sample file then save as wp-config.php
7. modify the credential at wp-config.php
8. type on browser localhost/yourfoldername
9. Follow the instruction to install WordPress
10. log in to wp-admin

A background image showing a person's hands resting on a wooden table. On the table are a brown leather bag, a white coffee cup on a saucer, a glass of water, a smartphone, and a tablet. The background is a brick wall.

1. Walk through to WP Dashboard



Dashboard

Welcome to WordPress!

[Learn more about the 5.9.3 version.](#)

Author rich content with blocks and patterns

Block patterns are pre-configured block layouts. Use them to get inspired or [create new pages in a flash.](#)

[Add a new page](#)

Start Customizing

Configure your Customizer.

[Open the Customizer](#)

WPForms

Quick Draft

Title

The Dashboard is basically the control center for your WordPress site

Default Landing Page

You can see here all the available updates on your website/s like themes, plug ins and other recommended to update.

WordPress dashboard for Jireh Capao Photography. The top navigation bar includes links for Dashboard, Posts, Media, Pages, Comments, Elementor, Templates, WPForms, Appearance, Plugins (2), Users, Tools, Settings, Security, and a Collapse menu button.

The main content area is titled "Posts" and features an "Add New" button. Below this, there is a notification banner for Elementor asking if the user loves using it, with buttons for "Sure! I'd love to help" and "No thanks".

The posts list shows the following data:

<input type="checkbox"/>	Title	Author	Categories	Tags
<input type="checkbox"/>	Hello world!	jcacao	Uncategorized	—
<input type="checkbox"/>	Title	Author	Categories	Tags

Below the table, there are "Bulk actions" and "Apply" buttons.

Red arrows indicate the following functions:

- From the "Posts" menu item to the "Add New" button: is meant for blog post; so you can check all post, you can add new post, you can create categories, tags.
- From the "Media" menu item to the "Bulk actions" button: is meant for your media files like images, videos, pdf and other file.
- From the "Pages" menu item to the "Filter" button: for your page information or content.

Thank you for creating with [WordPress](#).

WordPress dashboard header: Jireh Capao Photography, 3 notifications, 0 comments, + New, WPForms, Security 2.

Left sidebar menu:

- Dashboard
- Posts
- Media
- Pages
- Comments
- Elementor
- Templates
- WPForms
- Appearance**
- Themes 1
- Customize
- Widgets
- Menus
- Starter Templates
- Astra Options
- Plugins 2
- Users
- Tools
- Settings
- Security
- Collapse menu

Main content area: Themes 4

Buttons: Add New, Search installed themes...

Notification: Love using Elementor? Become a super contributor by opting in to share non-sensitive plugin data and to receive periodic email updates from us. [Learn more.](#) [Sure! I'd love to help] [No thanks]

Theme cards:

- Astra** (Active): New version available. [Update now](#). Features: Local Business, eCommerce, Blogging, Professional Services. Button: Customize.
- Twenty Twenty**: The Default Theme for 2020. Features: Theme Details, 123 Storgatan, Umeå. Buttons: Activate, Live Preview.
- Twenty Twenty-One**: The works of Bert Morisot, 1800s-e French painter. Button: Activate.

Bottom: Add New Theme button.


you will be able to see all comments on your website

is all about appearance

WordPress dashboard for "Jireh Capao Photography". The top navigation bar includes links for Home, Updates (3), Posts, Media, Pages, Comments, Elementor, Templates, WPForms, Appearance, Plugins (2), Users, Tools, Settings, Security, and a Collapse menu button.

Welcome to WordPress!


[Learn more about the 5.9.3 version.](#)



Author rich content with blocks and patterns

Block patterns are pre-configured block layouts. Use them to get inspired or create new pages in a flash.

[Add a new page](#)



Start Customizing

Configure your Customizer.

[Open the Customizer](#)

At the bottom, there are two panels: "WPForms" and "Quick Draft".

will be adding new plug ins, we can check all installed, you can see active and inactive plug ins here.

The image shows the WordPress dashboard for a site named 'Jireh Capao Photography'. The top navigation bar includes links for Home, Updates (3), Posts, Media, Pages, Comments, Elementor, Templates, WPForms, Appearance, Plugins (2), Users, Tools, Settings, Security, and a Collapse menu button. The main content area features a large blue banner with the text 'Welcome to WordPress!' and a link to 'Learn more about the 5.9.3 version.' Below the banner are two cards: 'Author rich content with blocks and patterns' and 'Start Customizing'. The 'Users' menu item in the sidebar is highlighted with a red arrow pointing to the 'Add a new page' link in the 'Author rich content' card. At the bottom, there are two panels: 'WPForms' and 'Quick Draft'.

WordPress Dashboard

Welcome to WordPress!

[Learn more about the 5.9.3 version.](#)

Author rich content with blocks and patterns

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[Add a new page](#)

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WPForms

Quick Draft


Title

we can check all users or have access on your WordPress dashboard. You can add also here a new user.

WordPress dashboard for "Jireh Capao Photography". The top navigation bar includes links for Home, Updates (3), Posts, Media, Pages, Comments, Elementor, Templates, WPForms, Appearance, Plugins (2), Users, Tools, Settings, Security, and Collapse menu.

Welcome to WordPress!


[Learn more about the 5.9.3 version.](#)



Author rich content with blocks and patterns

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[Add a new page](#)



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[Open the Customizer](#)

At the bottom, there are two panels: "WPForms" and "Quick Draft". A red arrow points from the "Tools" menu item in the left sidebar to the "WPForms" panel. Another red arrow points from the "Tools" menu item to the "Quick Draft" panel.

for importing and exporting of you website data.



2. Build *your* Website using WordPress



2. Build *your* Website using WordPress

Choose a theme and modify website

1. Select desire theme

go to
Appearance->Themes->Click
Add New->Select Astra &
install->Click Activate

2. Create Pages

Go to pages->create

3. Install plug in elementor

Go to plugins->
Then log in to elementor using
gmail account

4. Build page/s using elementor

Pages: Home, About us, Portfolio,
Contact Us

6. Set default main page

Go to settings->Reading->Static
Page->Home

7. Create and arrange menus according to the desire position:

Go to Appearance->Menus

Choose a theme and modify website

8. Modify the Astra theme according to the desire output of your website

1. Go to Apperance->Astra Option
2. Header Builder
 - Set logo
 - Site Identity
 - Global:
 - Typography - body: Poppins
 - Colors: Theme color, link color, heading, text color
 - Header Builder: Full width or Content width - choose content
 - Breadcrumbs: select desire breadcrumbs output.
 - Sidebar
3. Footer Builder: edit your footer

Install Essential Plug ins



3. Live *your* Website



thanks!

ANY
QUESTIONS?